



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 * 989.837.2717 Fax ♦ www.cityofmidlandmi.gov

REGULAR MEETING OF THE MIDLAND CITY COUNCIL
City Hall, 333 W. Ellsworth Street

March 14, 2016

7:00 p.m.

AGENDA

CALL TO ORDER - [Maureen Donker, Mayor](#)

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL - Thomas W. Adams
Steve Arnosky
Diane Brown Wilhelm
Maureen Donker
Marty A. Wazbinski

CONSIDERATION OF ADOPTING CONSENT AGENDA ITEMS:

All resolutions marked with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate consideration of these items unless a Council member or citizen so requests during the discussion stage of the "Motion to adopt the Consent Agenda as indicated". If there is even a single request the item will be removed from the consent agenda without further motion and considered in its listed sequence in regular fashion.

APPROVAL OF MINUTES:

1. [* Approve minutes of the February 29 regular City Council meeting. TISDALE](#)

PROCLAMATIONS, AWARDS, RECOGNITIONS, PRESENTATIONS:

PUBLIC HEARINGS:

2. [Amendment to the 2015-16 Center City Authority Fund budget to recognize \\$136,081 in additional revenue and expenditures as a result of a grant from the Midland Area Community Foundation Entranceways Initiatives Fund for two Center City projects \(also see material sent in the February 29 agenda packet\). TISDALE](#)
3. [Grant application to the Michigan Natural Resources Trust Fund for a riverfront renovation project in Upper Emerson Park \(also see material sent in the February 29 agenda packet\). MURPHY](#)

PUBLIC COMMENTS, IF ANY, BEFORE CITY COUNCIL. (Please sign up with City Clerk before meeting). This is an opportunity for people to address the City Council on issues that are relevant to Council business but are not on the agenda.

ORDINANCE AMENDMENTS:

RESOLUTIONS:

4. [Directing the City Manager to prepare a report on the 2016 Sidewalk Improvement Program. MCMANUS](#)

Considering purchases and contracts:

5. [* Fan Coil Units - Washington Woods. KAYE](#)
6. [* Patio Doors, Windows and Panels - Washington Woods. KAYE](#)
7. [* 2016 Harrison, Noeske & Princeton Street Reconstruction & Water Main; Contract No. 06. MCMANUS](#)
8. [* 2016 Pavement Marking Program; Contract No. 17. MCMANUS](#)
9. [* Street Tree Replacement Program. MURPHY](#)

Setting a public hearing:

10. [* Amendment to the 2015-16 Washington Woods budget for the purpose of recognizing CDBG funding and authorizing the expenditure of these CDBG funds for the purpose of replacing the west wing boiler and tanks \(4/11\). KAYE](#)
11. [* Proposed 2016-17 Community Development Block Grant budget \(4/25\). KAYE](#)

NEW BUSINESS:

TO CONTACT THE CITY WITH QUESTIONS OR FOR ADDITIONAL INFORMATION:

Citizen Comment Line:	837-3400
City of Midland website address:	www.cityofmidlandmi.gov
City of Midland email address:	cityhall@midland-mi.org
Government Information Center:	located near the reference desk at the Grace A. Dow Memorial Library

Attached documents for item Maureen Donker, Mayor

Attached documents for item * Approve minutes of the February 29 regular City Council meeting. TISDALE

February 29, 2016

A regular meeting of the City Council was held on Monday, February 29, 2016, at 7:00 p.m. in the Council Chambers of City Hall. Mayor Donker presided. The Pledge of Allegiance to the Flag was recited in unison.

Councilmen present: Thomas Adams, Steve Arnosky, Diane Brown Wilhelm, Maureen Donker, Marty Wazbinski

Councilmen absent: None

Prior to approval of the consent agenda, Mayor Donker disclosed that she is an employee of the agency purchasing property at 406-408 Eastlawn, under Agenda Item #14.

MINUTES

Approval of the minutes of the February 15, 2016 regular meeting was offered by Councilman Adams and seconded by Councilman Brown Wilhelm. (Motion ADOPTED.)

J. KERMIT CAMPBELL AWARD

Assistant City Manager David Keenan shared information on the City's receipt of the J. Kermit Campbell Award from the Midland Area Chamber of Commerce.

JACK BARSTOW AIRPORT OF THE YEAR AWARD

City Engineer Brian McManus shared information on Midland's Jack Barstow Airport receipt of the Airport of the Year Award for outstanding service to Michigan aviation and introduced Jim Cordes, Chair of the Midland Community Aviation Discovery Area project at Jack Barstow Airport, who gave an update on the project.

WALK FOR WARMTH DAY – MARCH 5

Community Affairs Director Selina Tisdale introduced Marilyn Reace of the Michigan Community Action Agency. The following resolution was then offered by Councilman Brown Wilhelm and seconded by Councilman Arnosky:

RESOLVED, that the Mayor is authorized to issue the attached Proclamation designating Saturday, March 5, 2016, as Walk for Warmth Day in the city of Midland and commending involved participants and organizers for striving to meet an important need in our region. (Motion ADOPTED.) Mayor Donker presented Marilyn Reace with the proclamation.

PUBLIC COMMENTS

No public comments were made.

CENTER CITY AUTHORITY BOARD – ORDINANCE AMENDMENT

Community Affairs Director Selina Tisdale presented information on an ordinance amending Section 30-16 (a) of Article II of Chapter 30 to expand the Center City Authority Board from its present seven members to nine. The following ordinance amendment was then offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

Ordinance No. 1781

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF MIDLAND, MICHIGAN BY AMENDING SECTION 30-16 (a) OF ARTICLE II OF CHAPTER 30 THEREOF.

The City of Midland Ordains:

Section 1. Section 30-16 (a) of Article II of Chapter 30 of the Code of Ordinances is hereby amended to read as follows:

Sec. 30-16. Board.

a) Except as otherwise provided in the Act, the authority shall be under the supervision and control of a nine (9) member board consisting of the city manager or his or her designee and eight (8) members appointed by the city manager subject to approval by the council. Not less than a majority of the members shall be persons having an ownership or business interest in property located in the development area. At least one (1) of the members shall be a resident of the development area or of an area within one-half mile of any part of the development area. The board shall elect a chairperson from among its members.

Section 2. This ordinance shall take effect upon publication. (Ordinance ADOPTED.)

GENERAL RECREATION FEES – ORDINANCE AMENDMENT

Department of Public Services Director Karen Murphy presented information on an ordinance amending Section 21-73 of Division 4 of Article II of Chapter 21 – General Recreation Fees. The following ordinance amendment was then offered by Councilman Adams and seconded by Councilman Arnosky:

ORDINANCE NO. 1782

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF MIDLAND, MICHIGAN, BY AMENDING SECTION 21-73 OF DIVISION 4 OF ARTICLE II OF CHAPTER 21 THEREOF.

The City of Midland Ordains:

Section 1. Section 21-73 of Division 4 of Article II of Chapter 21 is amended to read as follows:

Sec. 21-73. General recreation fees

(1)	Adult softball player	\$ 28.00	per player
(2)	Adult softball player (2 nd team)	\$ 28.00	per player
(3)	Adult softball player - Fall League	\$ 18.00	per player
(4)	Each softball team in individual tournaments – Fee set on per event basis in conjunction with Midland Softball Association		per event
(5)	Youth softball player	\$ 9.00	per player
(6)	Rugby club	\$ 450.00	per club
(7)	Beach volleyball		
	Player fee – Recreation league	\$ 15.00	per player
	Player fee – 2 person Competitive league	\$ 27.00	per player
	Player fee – 4 & 6 person Competitive league	\$ 22.00	per player
(8)	Adult kickball (10 player minimum per team)	\$ 25.00	per player
(9)	Ski rental (rental 2 hours or part thereof)		
	Classic skis	\$ 10.00	per rental
	Skate skis	\$ 15.00	per rental
(10)	Toboggan rental (per hour two-hour maximum)	\$ 8.00	per hour
(11)	Skate and sled rental	\$ 4.00	per two hours
(12)	Chalet building rental (2 hour minimum)	\$ 40.00	per hour
(13)	Picnic kit deposit	\$ 15.00	per kit
(14)*	Ball field rental – private tournament		
	2 hour rental	\$ 35.00	per field
	4 hour rental	\$ 45.00	per field
	Full day rental	\$ 90.00	per field
	Daily complex – New Redcoats fields 9-13	\$ 400.00	per complex
	Daily complex – Old Redcoats fields 4-8	\$ 400.00	per complex
	Daily complex – Emerson fields 1-3	\$ 250.00	per complex
(15)	Ball diamond lights – private tournament use	\$ 25.00	per hour
(16)*	Ball diamond grooming – private tournament	\$ 15.00	per grooming

UNAPPROVED

(17)*	Ball diamond grooming/maintenance – private tournament – Overtime	\$ 75.00	per hour
(18)*	Ball diamond grooming/maintenance – private tournament - Double time	\$ 100.00	per hour
(19)*	Diamond dry field drying material– private tournament	\$ 12.00	per bag
(20)**	Picnic shelter reservations		
	Emerson C, Emerson E	\$ 35.00	per use
	Plymouth F (south), F (north), G, H	\$ 35.00	per use
	Barstow Woods A	\$ 35.00	per use
	Stratford Woods J	\$ 35.00	per use
	Chippewassee B	\$ 35.00	per use
	Emerson D	\$ 55.00	per use
	Plymouth F (entire shelter)	\$ 65.00	per use
	Unsheltered areas	\$ 25.00	per use
	Addition of a canopy	\$ 25.00	per request
	Delivery of picnic tables (up to 5 tables) – Fee is non-refundable	\$ 40.00	per use
	Additional tables (if available up to maximum of 10 tables) – fee is non-refundable	\$ 8.00	per table
(21)	Band shell reservation	\$ 75.00	per use
(22)	Delivery of bleachers	\$ 20.00	per section
(23)	Delivery of portable grill	\$ 10.00	per use
(24)***	City stage rental		
	Non-profit group inside city limits	\$ 100.00	per use
	For profit group inside city limits	\$ 250.00	per use
	Non-profit group outside city limits	\$ 175.00	per use
	For profit group outside city limits	\$ 450.00	per use
(25)	Speaker system deposit	\$ 50.00	per system

*Note: Fees for private tournament ball field maintenance effective starting with the 2010 softball season. All field rentals include initial field preparation (grooming and chalk lines). For private tournaments requesting special amenities or enhanced field maintenance, the director of public services may charge additional fees on a special recreation event basis to cover costs incurred.

**Note: Fees paid for shelter reservations are non-refundable.

Exceptions to (20) Picnic shelter reservation fees are as follows:

- Donors of shelters shall be allowed one rent free use per year in the respective donated structure.
- Daytime reservations which begin after 8:00 a.m. and end before 3:00 p.m. Monday – Friday from April 15 – June 30 are exempt from fees.

***Note: Stage rental is intended for community events held with the City limits or Midland County only. Stage rental fees are non-refundable.

****Note: The director of public services is authorized with the approval of the city manager to implement rates for special recreation events according to the recreation fee philosophy to recover programming costs for such offerings.

Section 2. This Ordinance shall take effect upon publication. (Ordinance ADOPTED.)

ANNUAL REVIEW OF LIQUOR LICENSES

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

WHEREAS, Section 15-250 of the City of Midland Code of Ordinances directs the City Manager to cause an annual review of each liquor licensee to be submitted to the City Council; and

WHEREAS, said annual review has been prepared and reports that all licensees have complied with the provisions of Article VII of Chapter 15 of the Code of Ordinances; now therefore RESOLVED, that in accord with Section 15-250 of the City of Midland Code of Ordinances, the annual review of liquor licenses is hereby received and ordered placed on file in the Office of the City Clerk. (Motion ADOPTED.)

SITE PLAN NO. 343 – KROGER MARKETPLACE AND FUEL CENTER

Assistant City Manager for Community Development Brad Kaye presented information on Site Plan No. 343 – LSG Engineers & Surveyors for site plan review and approval of a 124,942 square foot Kroger Marketplace and Fuel Center, located at 315 Joe Mann Boulevard. Speaking on behalf of the petitioner was Mike Labadie, Fleis and Venderbrink. Gunnar Johanson, 413 Harper Lane, requested the light cycle be looked at along Jefferson at Harper and Chapel Lanes. Becky Church, Midland Tomorrow, spoke in support of the business expansion. The following resolution was then offered by Councilman Wazbinski and seconded by Councilman Brown Wilhelm:

WHEREAS, the City Council has received the recommendation of the city Planning Commission for approval of Site Plan No. 343, the request of LSG Engineers & Surveyors on behalf of The Kroger Co. of Michigan for site plan review and approval for a 124,942 square foot Kroger Marketplace and Fuel Center located at 315 Joe Mann Boulevard; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 343 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 343, contingent upon the following:

1. A final stormwater management plan and permit must be approved by the City Engineering Department.
2. A final soil and sedimentation control permit must be approved by the City Building Department.
3. Shared/cross access easement agreements must be submitted for review and approval by the City Planning Department and the City Attorney, and executed and recorded at the Midland County Register of Deeds upon approval.
4. Public water utility easement documents shall be submitted for review and approval by the City Engineering Department and the City Attorney, and executed and recorded at the Midland County Register of Deeds upon approval.
5. An agreement addressing City and applicant responsibilities for maintenance and restoration of landscaping along Joe Mann Boulevard within the right-of-way area shall be approved by the City Engineering Department and City Attorney, and executed and recorded at the Midland County Register of Deeds upon approval.
6. Access modification to the south side of the Chemical Bank site shall be completed to the satisfaction of the City Planning and Engineering Departments to meet ordinance standards.
7. An agreement regarding future installation of a traffic signal and conveyance of additional right-of-way along the south side of Joe Mann Boulevard to address the traffic impacts of the proposal shall be entered into between the City and applicant.

(Motion ADOPTED.)

SITE PLAN NO. 345 – LUCKY'S STEAKHOUSE RESTAURANT

Assistant City Manager for Community Development Brad Kaye presented information on Site Plan No. 345 – D & M Site, Inc. for site plan review and approval of a 6,672 square foot Lucky's Steakhouse Restaurant located at 830 Joe Mann Boulevard. Becky Church, Midland Tomorrow, spoke in support of the new business. The following resolution was then offered by Councilman Arnosky and seconded by Councilman Brown Wilhelm:

WHEREAS, the City Council has received the recommendation of the city Planning Commission for approval of Site Plan No. 345, the request of D & M Site, Inc. for site plan review and approval of a 6,672 square foot Lucky's Steakhouse restaurant located at 830 Joe Mann Boulevard; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 345 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 345, contingent upon the following:

1. A final stormwater management permit must be approved by the City Engineering Department.
2. A final soil and sedimentation control plan must be approved by the City Building Department.
3. Shared/cross access easement agreements must be submitted for review and approval to the City Planning Department and the City Attorney, executed and recorded at the Midland County Register of Deeds upon approval.
4. Public water utility easement documents shall be submitted for review and approval by the City Engineering Department and the City Attorney, and executed and recorded at the Midland County Register of Deeds upon approval.
5. Private stormwater easement documents shall be executed and recorded at the Midland County Register of Deeds to safeguard the stormwater discharge main through the vacant parcel to the east.

(Motion ADOPTED.)

2015-16 SIDEWALK REPLACEMENT PROGRAM UPDATE

Department of Public Services Director Karen Murphy presented an update on the 2015-16 Sidewalk Replacement Program. The following resolution was then offered by Councilman Adams and seconded by Councilman Arnosky:

RESOLVED, that the City Council hereby receives and files the staff update, dated February 22, 2016 on the 2015/16 Sidewalk Replacement Program. (Motion ADOPTED.)

2016 ANNUAL SIDEWALK REPORT

City Engineer Brian McManus presented the 2016 Annual Sidewalk Report. The following resolution was then offered by Councilman Wazbinski and seconded by Councilman Brown Wilhelm:

RESOLVED, that in accord with Section 22-16 of the Code of Ordinances, the 2016 Annual Sidewalk Report is hereby received and is ordered filed in the City Clerk's Office. (Motion ADOPTED.)

TRAFFIC CONTROL ORDER NO. P-15-02

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

RESOLVED, that Traffic Control Order No. P-15-02 filed December 4, 2015 pursuant to Chapter 24 of the Code of Ordinances to establish traffic control as follows:

That parking shall be prohibited from 2:00 p.m. to 4:00 p.m. on school days on the east side of Nakoma Drive from W. Chapel Lane to 480 feet south.
is hereby made permanent. (Motion ADOPTED.)

TRAFFIC CONTROL ORDER NO. P-15-03

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

RESOLVED, that Traffic Control Order No. P-15-03 filed December 23, 2015 pursuant to Chapter 24 of the Code of Ordinances to establish traffic control as follows:

That parking shall be prohibited on Schade Drive from W. Wackerly to 125 feet south. is hereby made permanent. (Motion ADOPTED.)

MPS – REQUEST TO CHARGE ADMISSION FOR ATHLETIC EVENTS

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

WHEREAS, Midland Public Schools has expressed interest in charging for athletic events held in City of Midland parks and facilities during 2016; and

WHEREAS, the Parks and Recreation staff has reviewed and supports the request for Midland Public Schools to charge for athletic events in City of Midland parks and facilities; now therefore RESOLVED, that the City Council hereby approves Midland Public Schools' request to charge for athletic events in City of Midland parks and facilities during 2016. (Motion ADOPTED.)

SALE OF CITY OWNED PROPERTY / 406 - 408 EASTLAWN DRIVE

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

WHEREAS, the City of Midland acquired property at 406-408 Eastlawn Drive through the use of Community Development Block Grant (CDBG) funds; and

WHEREAS, the acquisition of 406-408 Eastlawn Drive was for the purpose of eliminating a blighted structure, which has since been removed; and

WHEREAS, interest in the purchase of 406-408 Eastlawn Drive has been expressed to City staff; and

WHEREAS, the purchaser will complete this transaction by check at closing; now therefore

RESOLVED, that all terms and conditions of the attached purchase agreement are hereby approved; and

RESOLVED FURTHER, that the Mayor and City Clerk are hereby authorized and directed to execute a warranty deed for the sale of this property on behalf of the City. (Motion ADOPTED.)

2016 LEONARD, ROSEMARY, SANDY RIDGE & WOODLAWN ST. RECONSTRUCTION

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for reconstruction, including water main, of the following segments of roadway: Leonard Lane from Woodlawn Street to W. St. Andrews Road, Rosemary Court from Woodlawn Street to the end of the court, Sandy Ridge Court from Leonard Lane to the end of the court, and Woodlawn Street from W. Sugnet Road to N. Saginaw Road; and

WHEREAS, funding for this project is provided by the Local Street Fund and the Water Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Sova Excavating & Trucking of Midland, Michigan, for the "2016 Leonard, Rosemary, Sandy Ridge & Woodlawn St. Reconstruction & Water Main; Contract No. 08", in the indicated amount of \$658,905.50, based upon City estimated quantities is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$20,000.00. (Motion ADOPTED.)

GLOBAL POSITIONING SYSTEM (GPS) - LANDFILL

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

WHEREAS, the City currently hires surveyors to provide routine support at the Landfill, including quarterly surveys of active cells for reporting to the State, setting slopes and grades for limits of waste for filling and soil covering activities, recording the location of each new gas well and buried pipe installed for the Gas Collection and Control System, locating buried pipes that require repairs, and waste density calculations (tons of waste placed into airspace consumed) as a metric for compaction efficiency; and

WHEREAS, to get real-time access to this information, staff solicited bids for an equipment-mounted GPS (Global Positioning System) management program; and

WHEREAS, on December 29, 2015 sealed bids were received and opened for Bid No. 3746, Landfill GPS, in accord with Sec. 2-18 of the Code of Ordinances for the City of Midland, with instructions to bidders to offer pricing for new equipment with three-year warranty, and used demonstration equipment with minimum two-year warranty; and

WHEREAS, low bid from GeoLogic of Waterford is a lightly used system that will calculate the daily compaction and airspace consumption reports, and should eliminate the need for almost all survey expenses in the future; and

WHEREAS, funding is available for this purpose in the 2015/16 Landfill account 517.9120.97.025 – Capital Outlay Equipment; now therefore

RESOLVED, that the low bid submitted by GeoLogic Computer Systems of Waterford for the purchase of equipment-mounted GPS (Global Positioning System) management program for Landfill operations is hereby accepted and issuance of a purchase order in the amount of \$96,436.00 is authorized. (Motion ADOPTED.)

PROPOSED 2015-16 CENTER CITY AUTHORITY FUND BUDGET AMENDMENT

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

WHEREAS, Midland Center City Authority has received a \$136,081.00 grant from the Midland Area Community Foundation Entranceways Initiative Fund for signal pole painting and landscaping projects in the Center City district; and

WHEREAS, it is necessary to amend the FY 2015-16 Center City Authority fund budget to include these funds; now therefore

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m. on Monday, March 14, 2016 in City Council Chambers of Midland City Hall to accept said funding and to amend the FY 2015-16 Center City budget, and direct the City Clerk to give notice as provided in Section 5.11 of the Charter of the City of Midland. (Motion ADOPTED.)

MICHIGAN NATURAL RESOURCES TRUST FUND GRANT APPLICATION

The following resolution was offered by Councilman Adams and seconded by Councilman Brown Wilhelm:

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., March 14, 2016 in the Council Chambers of City Hall on a grant application to the Michigan Natural Resources Trust Fund for \$300,000 to support a riverfront renovation project in upper Emerson Park. (Motion ADOPTED.)

Being no further business the meeting adjourned at 8:55 p.m.

Attached documents for item Amendment to the 2015-16 Center City Authority Fund budget to recognize \$136,081 in additional revenue and expenditures as a result of a grant from the Midland Area Community Foundation Entranceways Initiatives Fund for two Center City projects (also see

SUMMARY REPORT TO MANAGER
for City Council Meeting of 03/14/16

SUBJECT: Center City Authority fund budget amendment to receive funding from the Midland Area Community Foundation Entranceways Initiative Fund for Center City projects

INITIATED BY: Selina Tisdale, Community Affairs Director

RESOLUTION SUMMARY: This resolution amends the FY 2015-16 Center City Authority budget to recognize \$136,081.00 in additional revenue and expenditures as a result of a grant from the Midland Area Community Foundation Entranceways Initiative Fund for signal pole painting and landscaping projects in the Center City district.

ITEMS ATTACHED:

1. Letter of Transmittal
2. Resoluton

COUNCIL ACTION:

1. 3/5 vote required to approve resolution.

Selina Tisdale – Community Affairs Director
3/8/16



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March 8, 2016

Jon Lynch, City Manager
City of Midland, Michigan

Dear Mr. Lynch:

In February the Midland Area Community Foundation Entranceways Initiative Fund provided a generous \$136,081.00 grant to the Center City Authority for two enhancement projects initiated by the district.

Background:

In 2013 the Center City Authority (CCA) conducted a survey and focus groups for residents, businesses and property owners of the Center City district. The goal of this effort was to define and prioritize improvement efforts for the district. Survey respondents rated streetscape initiatives (beautification, unification, consistent sidewalks, benches, respite areas) as the most important types of projects for the district followed by façade improvements (grants to business owners). However, when asked which they would prefer to see first, 54% of respondents noted façade improvements as their first choice for projects.

In 2014 the CCA launched its Façade Improvement Program (FIP) with a generous \$150,000 grant from the Midland Area Community Foundation Entranceways Initiative Fund (EIF). In its first year, the FIP has assisted business and property owners in planning for and achieving close to \$150,000 worth of district investments.

Since implementation of the FIP, the CCA has worked to identify projects that would meet the streetscape initiatives and desires of the district.

In the vein of streetscape initiatives, the CCA already had identified and implemented one project. In 2013, the Center City Signs project was completed with installation of two entrance-way signs and 10 wayfinding signs throughout the district. This project has been successful in identifying the Center City district as motorists traverse the area.

To complement the signs project, and further define the Center City district, two projects are planned with the funding support of the EIF:

1. Traffic Signal Arm Painting & Signal Enhancement

A project to paint the traffic signal poles of the major intersections throughout the Center City district in order to freshen their appearance and add defining elements to the district. This project would refurbish 34 galvanized gray-steel signal poles in the district with a fresh coat of black shiny paint.

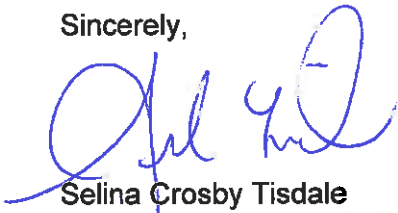
2. Gateway and Vertical Sign Landscaping

This project has two distinct elements to enhance the Center City corridor with landscaping and plantings to beautify and add defining elements to the district. This project adds landscaping to the district's two entrance signs located on the Circle and at Saginaw and Patrick Road and also to the ten vertical Center City signs throughout the district.

Once the funds are accepted into the Center City Authority fund budget, the district will begin the bidding process for these projects with anticipated project completions by fall.

At the February 29 meeting, City Council set a public hearing for March 14, 2016 to amend the FY 2015-16 Center City Authority budget to recognize the increased revenue and expenditures. Adoption of the attached resolution amends the budget accordingly.

Sincerely,



Selina Crosby Tisdale
Director of Community Affairs
City of Midland



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BY COUNCILMAN

WHEREAS, in accordance with Sections 5.11, 11.4 and 11.6 of the Charter of the City of Midland, and after having given proper legal notice, and having conducted a public hearing on Monday, March 14, 2016 on the proposal to amend the FY 2015-16 Center City Authority budget to recognize \$136,081.00 in unanticipated revenues and expenditures as a result of a grant from the Midland Area Community Foundation Entranceways Initiative Fund for signal pole painting and landscaping projects in the Center City district; now therefore

RESOLVED, that the FY 2015-16 Center City Authority budget is hereby amended to increase revenue and expenditures by \$136,081.00 to recognize a grant made by the Midland Area Community Foundation Entranceways Initiative Fund for signal pole painting and landscaping projects in the Center City district.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

2-29-16
Set Ptt for
3-14-16 (17)

SUMMARY REPORT TO MANAGER
for City Council Meeting of 02/29/16

SUBJECT: Center City Authority fund budget amendment to receive funding from the Midland Area Community Foundation Entranceways Initiative Fund for Center City projects

INITIATED BY: Selina Tisdale, Community Affairs Director

RESOLUTION SUMMARY: This resolution will set a public hearing for Monday, March 14, 2016 at 7 p.m. in City Council Chambers on a proposal to amend the 2015-16 Center City Authority budget to accept a grant from the Midland Area Community Foundation Entranceways Initiative Fund in the amount of \$136,081.00 for signal pole painting and landscaping projects in the Center City district.

ITEMS

ATTACHED:

1. Letter of Transmittal
2. Resoluton

COUNCIL

ACTION:

1. 3/5 vote required to approve resolution.

Selina Tisdale – Community Affairs Director
2/24/16



Midland

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February 24, 2016

Jon Lynch, City Manager
City of Midland, Michigan

Dear Mr. Lynch:

In February the Midland Area Community Foundation Entranceways Initiative Fund provided a generous \$136,081.00 grant to the Center City Authority for two enhancement projects initiated by the district.

Background:

In 2013 the Center City Authority (CCA) conducted a survey and focus groups for residents, businesses and property owners of the Center City district. The goal of this effort was to define and prioritize improvement efforts for the district. Survey respondents rated streetscape initiatives (beautification, unification, consistent sidewalks, benches, respite areas) as the most important types of projects for the district followed by façade improvements (grants to business owners). However, when asked which they would prefer to see first, 54% of respondents noted façade improvements as their first choice for projects.

In 2014 the CCA launched its Façade Improvement Program (FIP) with a generous \$150,000 grant from the Midland Area Community Foundation Entranceways Initiative Fund (EIF). In its first year, the FIP has assisted business and property owners in planning for and achieving close to \$150,000 worth of district investments.

Since implementation of the FIP, the CCA has worked to identify projects that would meet the streetscape initiatives and desires of the district.

In the vein of streetscape initiatives, the CCA already had identified and implemented one project. In 2013, the Center City Signs project was completed with installation of two entrance-way signs and 10 wayfinding signs throughout the district. This project has been successful in identifying the Center City district as motorists traverse the area.

To complement the signs project, and further define the Center City district, two projects are planned with the funding support of the EIF:

1. Traffic Signal Arm Painting & Signal Enhancement

A project to paint the traffic signal poles of the major intersections throughout the Center City district in order to freshen their appearance and add defining elements to the district. This project would refurbish 34 galvanized gray-steel signal poles in the district with a fresh coat of black shiny paint.

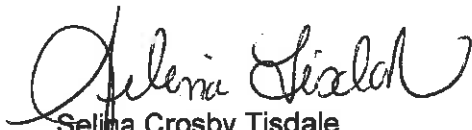
2. Gateway and Vertical Sign Landscaping

This project has two distinct elements to enhance the Center City corridor with landscaping and plantings to beautify and add defining elements to the district. This project adds landscaping to the district's two entrance signs located on the Circle and at Saginaw and Patrick Road and also to the ten vertical Center City signs throughout the district. This project includes a three-year maintenance agreement with the CCA picking up maintenance in subsequent years.

Once the funds are accepted into the Center City Authority fund budget, the district will begin the bidding process for these projects with anticipated project completions by fall.

Attached is a resolution to set a public hearing for March 14, 2016 to amend the fiscal year 2015-16 Center City Authority fund budget to recognize the increased revenue and expenditures of \$136,081.00 for these Center City projects.

Sincerely,



Selina Crosby Tisdale
Director of Community Affairs
City of Midland

Midland

City Hall • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • 989.837.3300 • 989.835.2717 Fax • www.cityofmidlandmi.gov

BY COUNCILMAN ADAMS

WHEREAS, Midland Center City Authority has received a \$136,081.00 grant from the Midland Area Community Foundation Entranceways Initiative Fund for signal pole painting and landscaping projects in the Center City district; and

WHEREAS, it is necessary to amend the FY 2015-16 Center City Authority fund budget to recognize the increased revenue and expenditures; now therefore

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m. on Monday, March 14, 2016 in City Council Chambers of Midland City Hall to accept said funding and to amend the FY 2015-16 Center City budget, and direct the City Clerk to give notice as provided in Section 5.11 of the Charter of the City of Midland.

YEAS: Adams, Arnosky, Brown Wilhelm, Donker, Wazbinski

NAYS: None

ABSENT: None

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a 5/0 yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, February 29, 2016.


Selina Tisdale, City Clerk

Attached documents for item Grant application to the Michigan Natural Resources Trust Fund for a riverfront renovation project in Upper Emerson Park (also see material sent in the February 29 agenda packet). MURPHY

SUMMARY REPORT TO MANAGER

For City Council Meeting of March 14, 2016

SUBJECT: Support of a grant application to the Michigan Natural Resources Trust Fund for a riverfront renovation project in upper Emerson Park

INITIATED BY: Department of Public Services

RESOLUTION SUMMARY: This resolution authorizes a grant application to be submitted to the Michigan Natural Resources Trust Fund for \$300,000 to support the upper Emerson riverfront redevelopment project.

ITEMS ATTACHED:

1. Letter of Transmittal
2. Resolution

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution.

Karen Murphy
Director of Public Services



March 7, 2016

Jon Lynch
City Manager
Midland, MI

RE: Support of a grant application to the Michigan Natural Resources Trust Fund
for a riverfront renovation project in upper Emerson Park

The recently adopted Parks and Recreation Master Plan for 2015-2019 contains the following goal and objectives:

Goal: *To strengthen recreation opportunities which take advantage of Midland's water resources such as the Tittabawassee and Chippewa Rivers.*

Objectives:

- a. To support the development of water trails along the Tittabawassee and Chippewa Rivers.
- b. To encourage the redevelopment of naturalized riverfronts through the removal of invasive species, the planting of native species and the reestablishment of natural banks.
- c. To increase public access to the river through land acquisition and facility development for fishing, canoe, kayak and boat access, wildlife viewing and overall all river bank access.
- d. To develop opportunities, alone or in partnership with other agencies, to educate citizens about the area's natural resources.

Parks staff have been working with landscape architect Pam Blough on a proposed project to renovate the riverfront along upper Emerson Park that would satisfy all of the objectives outlined above. The proposed project involves the following:

- Repurposing the old pump house into a river viewing platform with interpretive signage explaining the original purpose of the pump house as it related to the City's drinking water supply and the importance of river water quality.
- Removal of a portion of the existing Emerson Park roadway with the addition of a defined parking area, including an accessible path from the parking area to the river platform.
- Addition of an accessible fishing dock and a section of boardwalk along the river bank that would include a floating dock for boaters to access the site.
- Replacement of the existing hand rail system along the seawall with the addition of seating and picnic tables.
- Two pathways to connect the site to the Pere Marquette Rail Trail.

Jon Lynch
March 7, 2016
Page 2



The total project cost is estimated at \$670,000, and the project is set up so that construction can occur in phases as funding is secured. The funding plan includes seeking outside grants to support the majority of the project. The City applied for a Michigan Natural Resources Trust Fund (MNRTF) grant in 2014 and 2015 but was unsuccessful in receiving an award in either year. The MNRTF grant request totaled \$405,000 (\$300,000 from MNRTF and \$105,000 in matching funds), which would allow for completion of phase 1 and portions of phase 2 of the total project. My staff and I feel very strongly that this project has great value to the community and fits very well within the guidelines of the MNRTF program, so I would like to reapply for the grant this year.

The grant application guidelines require the following criteria be met:

1. A minimum 25% local match be secured
2. A motion of support be rendered by the local Parks and Recreation Commission
3. A public hearing be conducted to receive public input regarding the proposed project
4. City Council pass a formal resolution of support for the project

I have received verification from the organizations that pledged matching funds that they are willing to extend the timeline for the match so that the City can reapply for the MNRTF grant this year. These matching funds include \$35,000 from the Saginaw Bay Watershed Initiative Network, \$40,000 from the Midland Area Community Foundation and \$5,000 from the Friends of the Pere Marquette Rail Trail.

Jon Lynch
March 7, 2016
Page 3

In addition, the FY15/16 Parks Capital budget contains \$25,000 in City funds to be allocated toward the grant match as well, which completes the 25% match requirement.

The Parks and Recreation Commission unanimously supported applying again in 2016 for the grant at their March 10 meeting, and City Council set a public hearing for March 14 to accept public comment on the project as well. I would ask that after receiving public comment, the City Council would approve the attached resolution of support for the 2016 grant application to the MNRTF.

Respectfully submitted,

Karen Murphy
Director of Public Services



Parks and Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6930 ♦ 989.835.5651 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, in accord with Sections 5.11, 11.4, and 11.6 of the Charter of the City of Midland, and after having given proper legal notice, and having conducted a public hearing on Monday, March 14, 2016, on the proposal to submit a grant application to the Michigan Natural Resources Trust Fund for \$300,000 to support a riverfront renovation project in upper Emerson Park; and

WHEREAS, Parks and Recreation staff have secured adequate local matching funds to support the grant application, which consists of grants from the Saginaw Bay Watershed Initiative (\$35,000), the Friends of the Pere Marquette Rail Trail (\$5,000), and the Midland Area Community Foundation (\$40,000), along with \$25,000 in the FY2015/16 Parks Capital budget designated for the project; and

WHEREAS, the Parks and Recreation Commission voted unanimously at their March 10 meeting recommending support of the grant application and the future project; now therefore

RESOLVED, that the City Council hereby supports the grant application to the Michigan Natural Resources Trust Fund for \$300,000, with the aforementioned local match amount of \$105,000 (25%) of the total \$405,000 project cost reserved specifically for use toward the project during the FY2015/16 year.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

SUMMARY REPORT TO MANAGER

For City Council Meeting of February 29, 2016

SUBJECT: Set public hearing for review of Emerson riverfront grant application to the Michigan Natural Resources Trust Fund

INITIATED BY: Department of Public Services

RESOLUTION SUMMARY: This resolution sets a public hearing for March 14, 2016 at 7:00 p.m. in City Council Chambers to review a grant request to the Michigan Natural Resources Trust Fund for \$300,000 toward a project to renovate the riverfront along upper Emerson Park.

ITEMS ATTACHED:

1. Letter of Transmittal
2. Project Plans
3. Resolution

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution.


Karen Murphy
Director of Public Services



Parks & Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640-2321 ♦ 989.837.6900 ♦ 989.835.5651 -Fax ♦ www.cityofmidlandmi.gov

February 23, 2016

Jon Lynch
City Manager
Midland, MI

RE: Set a public hearing for review of the Emerson riverfront grant application to the Michigan Natural Resources Trust Fund

In 2014 and 2015, the City's Parks Department applied to the Michigan Natural Resources Trust Fund (MNRTF) for a grant to renovate the 1938 water intake pump house that is located to the south of Emerson Park, along with some additional renovations to the riverfront area. Unfortunately, the City has not been successful in receiving the grant to date. The Parks staff and I feel very strongly that this project will be a great asset to the community, and that it fits very well within the guidelines of the MNRTF program. Therefore, we would like to reapply for the grant this year.

The scope of the project will remain unchanged, with \$300,000 requested through the MNRTF program. Both the Midland Area Community Foundation and the Saginaw Bay Watershed Initiative have indicated that their organizations can extend the terms of the matching funds pledged to the City to cover the 2016 grant cycle. Even though we are reapplying for the same project, the grant application requires a new public hearing be held locally to allow residents and neighbors to voice opinions on the proposed project, and a new resolution be offered by City Council supporting the application.

The resolution before Council tonight sets the public hearing for March 14, 2016 at 7:00 p.m. in the Council Chambers to receive public input on the project. I will review the conceptual plan and additional details on the project at that time.

Respectfully Submitted,


Karen Murphy
Director of Public Services

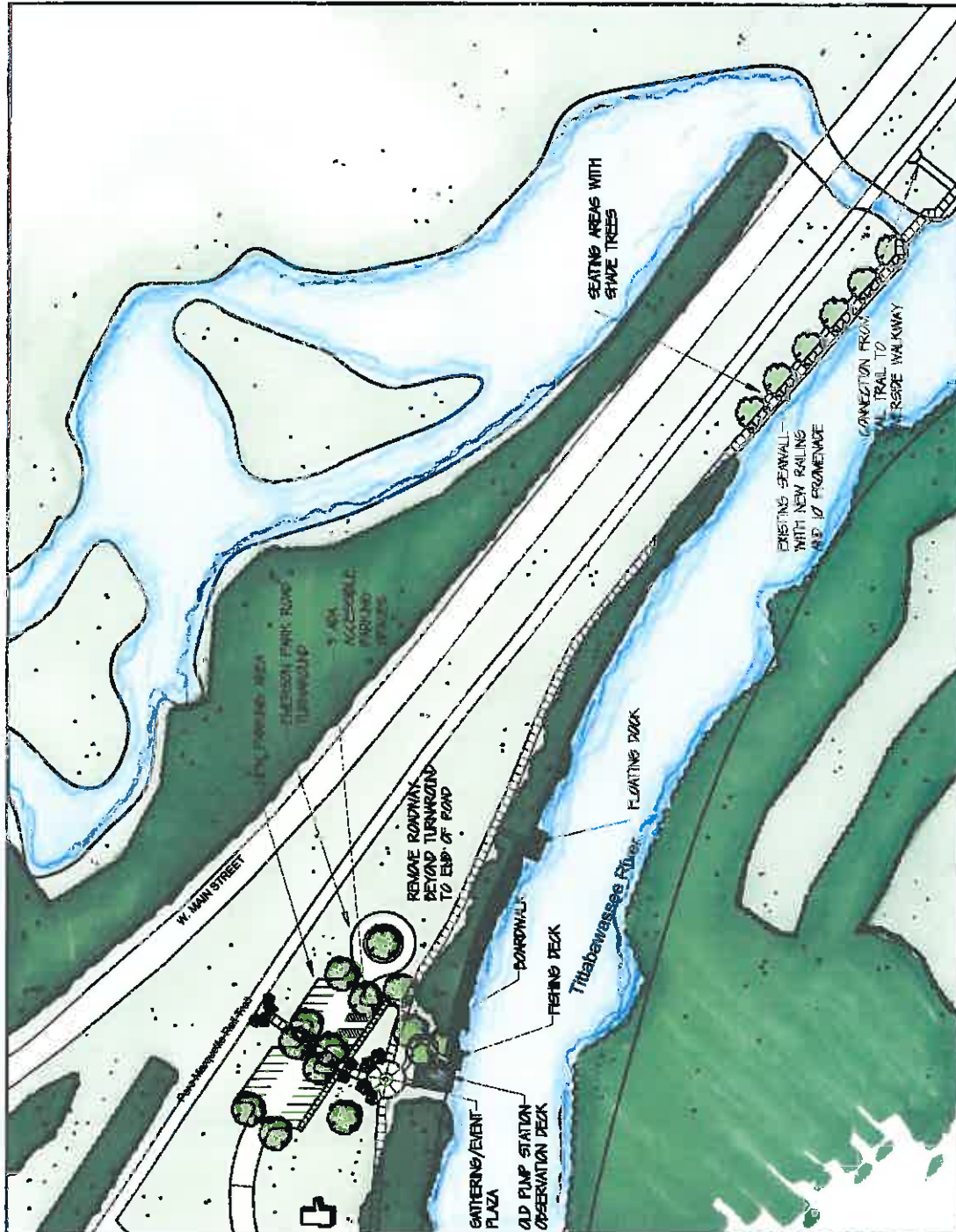
PMB
PJM Blough, Inc.
1640 GLADYS AVE.
GRAND HAVEN, MI 49417
616.847.2010

FEBRUARY 26, 2013



EMERSON PUMP STATION MASTER PLAN

EMERSON PARK
MIDLAND, MI



Site Plan



Parks & Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640-2321 ♦ 989.837.6900 ♦ 989.835.5651 -Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN ADAMS

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., March 14, 2016 in the Council Chambers of City Hall on a grant application to the Michigan Natural Resources Trust Fund for \$300,000 to support a riverfront renovation project in upper Emerson Park.

YEAS: Adams, Arnosky, Brown Wilhelm, Donker, Wazbinski

NAYS: None

ABSENT: None

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a 5/0 yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, February 29, 2016.


Selina Tisdale, City Clerk

Attached documents for item Directing the City Manager to prepare a report on the 2016 Sidewalk Improvement Program. MCMANUS

SUMMARY REPORT TO THE CITY MANAGER
for Council Meeting of March 14, 2016

SUBJECT: 2016 SIDEWALK IMPROVEMENT PROGRAM

INITIATED BY: City of Midland Code of Ordinances - Section 22-16

RESOLUTION SUMMARY: This resolution directs the City Manager to prepare a report which includes estimates of expenses, the life of the improvement and a description of the district benefited for the 2016 Sidewalk Improvement Program

ITEMS ATTACHED:

1. Cover Letter
2. List of sidewalk requests received
3. Resolution
4. Location Maps

CITY COUNCIL ACTION: 3/5 vote required to approve resolution

SUBMITTED BY: Brian McManus, City Engineer



Midland

City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax

DATE: March 8, 2016

TO: Jon Lynch, City Manager

FROM: Brian McManus, City Engineer

RE: 2016 Sidewalk Improvement Program

Attached hereto is a list of the sidewalk requests received as of this date. This list includes all requests for new sidewalks received from the public. Two separate and overlapping requests on Jefferson Avenue were made. These requests on Jefferson are listed separately. Maintenance requests were referred to the Department of Public Services.

A resolution has been prepared that will initiate the 2016 Sidewalk Improvement Program that includes the sidewalks requested to date by residents. Any additional sidewalk requests by the Council can be added to the resolution as a result of your discussion at the Council meeting on March 14, 2016.

We have sent letters to the petitioners, inviting them to speak in favor of their requests at the meeting. This is the first year that requests for sidewalks at these locations have been made. For sidewalks selected to move forward as part of the 2016 Sidewalk Improvement Program, cost estimates will be developed for the April 11, 2016 Council meeting. This will determine the city and property owner cost shares.

CITY OF MIDLAND
ENGINEERING DEPARTMENT
2015/2016 SIDEWALK REQUESTS

Listed below are the locations of requested sidewalks received over the past year.

PRIORITY CODE

- Jefferson Avenue – from Soccer Drive to Julie Ann Court
Requested by: Gordon Tarn
East Oakbrook Court
1.2
- Jefferson Avenue – from Broadhead Drive to Oakbrook Drive
Requested by: William Krueger
Broadhead Drive
1.2
- Ted Doan Drive – from Jefferson Avenue to Alan Ott Drive
Requested by: Gordon Tarn
East Oakbrook Court
3.2
- Wheeler Street – from Trotters Pointe Circle to Congress Drive
Requested by: Jill Arnold
Trotters Pointe Circle
1.2
- Waldo Avenue – from James Savage Road to Yale Avenue
Requested by: Russ Kiekhaefer
4.3



Midland

City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax

BY COUNCILMAN

WHEREAS, the City Council has had under consideration the construction of concrete sidewalks, to be financed in part by special assessment, located in certain streets in the City of Midland, said streets being:

Jefferson Avenue (east side)	from Broadhead Drive to Oakbrook Drive
Jefferson Avenue (east side)	from Soccer Drive to Julie Ann Court
Ted Doan Drive (south side)	from Jefferson Avenue to Alan Ott Drive
Wheeler Street (south side)	from Trotters Pointe Circle to Congress Drive
Waldo Avenue (west side)	from James Savage Road to Yale Avenue

; now therefore

RESOLVED, that the City Manager is directed to prepare a report which shall include estimates of the expense thereof, an estimate of the life of the improvement, and a description of the district benefited to enable the Council to decide the cost, extent and necessity of the improvement proposed and what part or portion thereof should be paid by special assessments upon property especially benefited, and what part, if any, should be paid by the City at large, in conformance with the provisions of Chapter 20 of the Code of Ordinances of the City of Midland, Michigan.

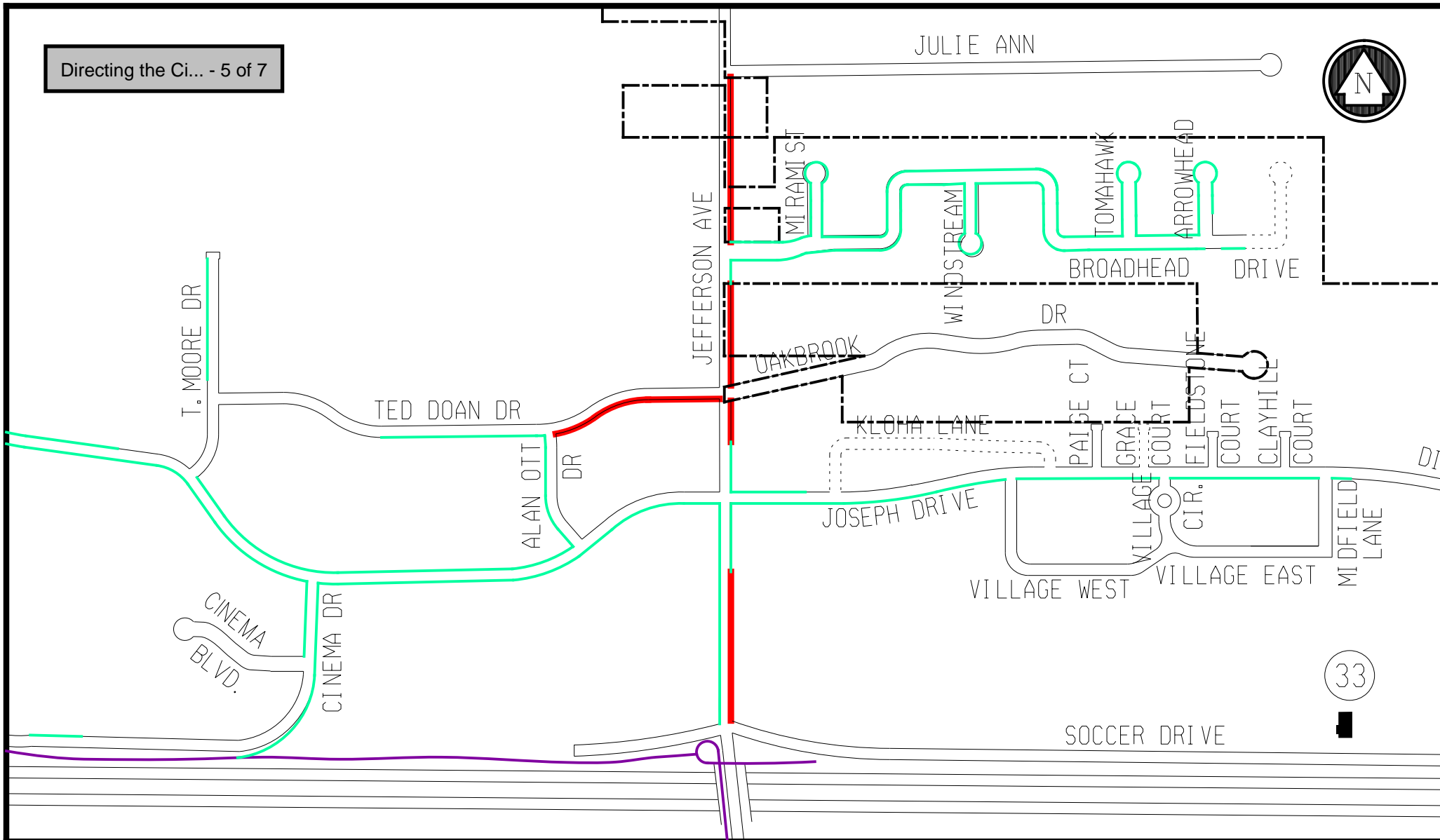
YEAS:

NAYS:

ABSENT:

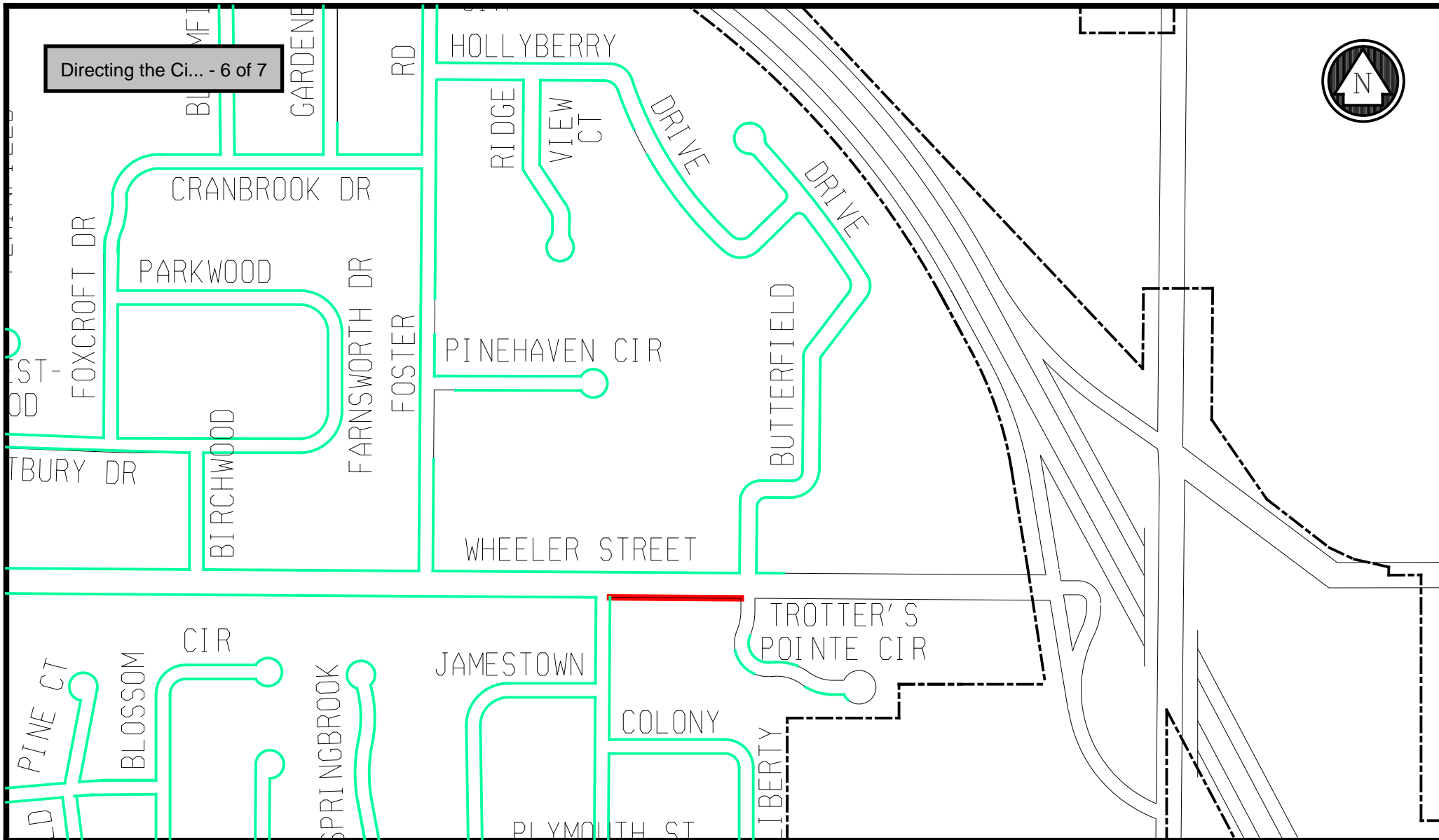
I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk



JEFFERSON AVE. AND TED DOAN DR. SOCCER DRIVE TO JULIE ANN & ALAN OTT TO JEFFERSON

— EXISTING SIDEWALK
— PROPOSED SIDEWALK



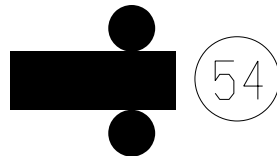
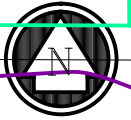
WHEELER STREET (SOUTH SIDE)

CONGRESS TO TROTTERS POINTE

— EXISTING SIDEWALK
— PROPOSED SIDEWALK

PATRICK

20



BAY CITY

YALE

RD

HENRY ST

CYPRESS ST

COTTONWOOD ST

HEMLOCK ST

JUPITER CT.

APOLLO

NUCLEAR
GALAXY

MERCURY

FREEDOM

SATURN

SATELLITE

GEMINI

DOW

GERALD CT

WALDO AVENUE (WEST SIDE)

JAMES SAVAGE TO YALE

EXISTING SIDEWALK
PROPOSED SIDEWALK

Attached documents for item * Fan Coil Units - Washington Woods. KAYE

**SUMMARY REPORT TO CITY MANAGER
For City Council Meeting 3-14-16**

SUBJECT: Purchase of Fan Coil Units

PETITIONER: Washington Woods

SUMMARY: THIS RESOLUTION AUTHORIZES A PURCHASE ORDER TO CARRIER CORPORATION FOR \$163,776.48 FOR 108 FAN COIL UNITS FOR THE WEST WING AT WASHINGTON WOODS.

ITEMS ATTACHED:

1. Letter to City Manager
2. Bid Tabulation for Bid No. 3753
3. Resolution for City Council Action

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

3-14-16



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

March 9, 2016

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

Early in 2015, asbestos containing materials were identified at the Washington Woods senior living facility. With generous support from The Herbert H. and Grace A. Dow Foundation, the Rollin M. Gerstacker Foundation and the Charles J. Strosacker Foundation, \$4 million in funding was secured to remove and abate the asbestos containing materials and renovate all 100 residential units in the west wing of the facility. This funding will be provided to the City by the Foundations over a three-year period of time, beginning in FY 2015/16.

Washington Woods recently completed three pilot rooms on the West Wing in order to prepare for the next phase associated with fully abating and renovating the remaining 97 apartments. Thirteen apartments have been fully abated to date and are ready for restoration to begin. Specifications for General Contractor bids to complete this restoration work are currently in process with an architect.

During the initial pilot room renovations, it became apparent that some of the materials for the project would need more lead time to order than others. It was determined that those materials would be placed for competitive bid through the City of Midland as soon as possible to avoid future delays with the project. Fan coil units, having about an eight to ten week lead time to order, are one of these materials. They are also a critical component that must be installed early in the restoration process before wall repair and finishing can proceed.

On February 16, 2016, sealed proposals were publicly opened and read for Bid No. 3753 for fan coil units for the West Wing renovation. A total of 108 units are required for the remaining 97 apartments and general areas of the West Wing.

Three proposals were received in response to the bid invitation. All three proposals offered discounts for bulk purchases. The bid from Johnson Controls was disqualified as they could not provide a product equivalent to the desired specifications. Carrier Corporation of Byron Center, MI was the lowest bid that successfully met the bid specifications. The bid tabulation table is attached showing all bids received.

Based on the discount offered for a bulk purchase, it is advantageous to purchase all 108 units immediately rather than purchasing fewer units over the 3 year project window. The total savings that will be realized by doing so will be \$31,195.52. Immediate purchase also protects the City against per unit cost increases that would begin in 2017. It is therefore recommended

Fan Coil Units WASH16

that City Council accept the proposal submitted by Carrier Corporation for 108 fan coil units for the Washington Woods west wing abatement and renovation project in the amount of \$163,776.48.

A 3/5 vote is required to approve the attached resolution.

Respectfully,

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

Purchasing Approval

BID TABULATION

BID 3753

Fan Coil Units

Bid Opening Date: February 16, 2016

5% discount only
over 100 purchased

Bidder Name:

Johnson Controls, Inc	Carrier Corporation	Johnstone Supply
-----------------------	---------------------	------------------

Item	Est Qty	Description
A	85	400CFM Fan Coil Unit
B	22	600CFM Fan Coil Unit
C	1	800CFM Fan Coil Unit

108 Fan Coil Units

Unit Price	Total Bid	Total Bid	Total Bid	Total Bid
\$1,492.00	\$126,820.00	\$1,758.00	\$149,430.00	\$1,846.79
\$1,652.00	\$36,344.00	\$1,979.00	\$43,538.00	\$1,887.71
\$1,918.00	\$1,918.00	\$2,004.00	\$2,004.00	\$2,127.70

Disqualified:

\$194,972.00

1. Didn't meet specifications on fan coil front panel desired.

X

0.840 Discount for bulk purchasing

\$163,776.48

100 - 199 units



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.midland-mi.org

BY COUNCILMAN

WHEREAS, sealed proposals were advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for replacement fan coil units, Bid No. 3753; and

WHEREAS, sufficient funds are included in account # 536.9010.97.002. Capital Outlay and Construction of the approved Washington Woods 2015/16 budget; now therefore

RESOLVED, that the proposal meeting City specifications submitted by Carrier Corporation of Byron Center, MI for purchasing fan coil units in response to Bid No. 3753 is hereby accepted; and

RESOLVED FURTHER, that a purchase order for \$163,776.48 to Carrier Corporation of Byron Center, MI in accord with this resolution and City specifications is hereby authorized; and

RESOLVED FURTHER, that the City Manager is authorized to execute any associated documents in accordance with the proposal and City of Midland specifications once prepared by and/or approved by the City Attorney.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeavote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

Bid No. 3753

Fan Coil Units WASH16

Attached documents for item * Patio Doors, Windows and Panels - Washington Woods. KAYE

**SUMMARY REPORT TO CITY MANAGER
For City Council Meeting 3-14-16**

SUBJECT: Purchase of West Wing Patio Doors, Windows and Panels

PETITIONER: Washington Woods

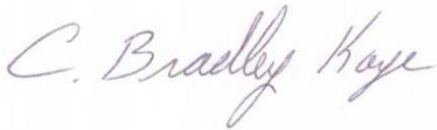
SUMMARY: THIS RESOLUTION AUTHORIZES A PURCHASE ORDER TO LAURENCE SMITH WINDOW AND DOOR FOR \$294,609.37 FOR PATIO DOORS, WINDOWS, HANDLES AND FRAME EXPANDERS AND FURTHER AUTHORIZES A PURCHASE ORDER TO DEWITT LUMBER FOR \$41,495.00 FOR ARCHITECTURAL PANELS, J CHANNEL, DRIP CAPS AND SEALANTS/CAULK FOR THE WEST WING AT WASHINGTON WOODS.

ITEMS ATTACHED:

1. Letter to City Manager
2. Bid Tabulation for Bid No. 3759
3. Resolution for City Council Action

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

3-14-16



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

March 9, 2016

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

Early in 2015, asbestos containing materials were identified at the Washington Woods senior living facility. With generous support from The Herbert H. and Grace A. Dow Foundation, the Rollin M. Gerstacker Foundation and the Charles J. Strosacker Foundation, \$4 million in funding was secured to remove and abate the asbestos containing materials and renovate all 100 residential units in the west wing of the facility. This funding will be provided to the City by the Foundations over a three-year period of time, beginning in FY 2015/16.

Washington Woods recently completed three pilot rooms on the West Wing in order to prepare for the next phase associated with fully abating and renovating the remaining 97 apartments. Thirteen apartments have been fully abated to date and are ready for renovations to begin. Specifications for General Contractor bids are currently in process with an architect.

During the initial pilot room renovations, it became apparent that some of the materials for the project would need more lead time to order than others. It was determined that those materials would be placed for competitive bid through the City of Midland as soon as possible to avoid future delays with the project. Patio doors, windows and panels, having about a six to eight week lead time to order, are some of those materials. They are also a critical component that must be installed early in the restoration process to allow other interior finish work to proceed.

On February 23, 2016, sealed proposals were publicly opened and read for Bid No. 3759 for patio doors, windows and exterior panels for the West Wing renovation. Laurence Smith of Bay City and DeWitt Lumber of Midland submitted proposals in response to the bid invitation.

Upon review, it has been determined that Laurence Smith is able to provide the lowest bid price for the patio doors, windows, handles, and frame expanders. They are also able to lock in the purchase price of these materials for 2017 and 2018. This is beneficial as Washington Woods lacks storage space for larger quantities. Laurence Smith is not, however, able to provide the lowest bid price for the required architectural panels, J channel, drip caps and sealants/caulk.

Conversely, DeWitt Lumber is able to provide the low bid for architectural panels, J channel, drip caps and sealants/caulk as they are able to purchase these materials directly from the manufacturer. Their bid price for patio doors, windows, handles and frame expanders, however, exceeds that of the Laurence Smith bid.

Patio Door, Windows and Panels WASH16 Project

In order to obtain the lowest overall cost, it is recommended that we split the bid award and accept the lowest components from each bidder. This approach will provide a cost savings for the project in the amount of \$49,879.00 when compared to accepting the lowest total bid of Laurence Smith in the amount of \$385,983.37.

It is recommended that City Council accept a portion of the proposal submitted by Laurence Smith in the amount of \$294,609.37 for the purchase of the patio doors, windows, handles and frame expanders. It is further recommended the City Council accept a portion of the proposal submitted by DeWitt Lumber in the amount of \$41,495.00 for the purchase of architectural panels, J channel, drip caps and sealants/caulk.

A 3/5 vote is required to approve the attached resolution.

Respectfully,

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

Purchasing Approval

CITY OF MIDLAND, MICHIGAN
 TABULATION FOR BID # 3759
 REPLACEMENT WINDOWS AND DOORS

FEBRUARY 23RD, 2016

BIDDER	PATIO DOORS WINDOWS HANDLES FRAME EXPANDERS	ARCHITECTURAL PANEL J CHANNEL DRIP CAP SOLAR SEAL SEALANT/CAULK	TOTAL BID
Laurance Smith, Bay City	\$294,609.37	\$91,374.00	\$385,983.37
DeWitt Lumber, Midland	\$369,131.03	\$41,495.00	\$410,626.03

* Total price of individual items as recommended for bid award: \$336,104.37, for a savings of \$49,879.00 beyond lowest total bid price above.



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BY COUNCILMAN

WHEREAS, sealed proposals were advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for replacement windows and patio doors, Bid No. 3759; and

WHEREAS, sufficient funds are included in account # 536.9010.97.002. Capital Outlay and Construction of the approved Washington Woods 2015/16 budget; and

WHEREAS, portions of each bid proposal received from Laurence Smith of Bay City and DeWitt Lumber of Midland have been found to be in compliance with the bid specifications and advisable for execution; now therefore

RESOLVED, that the portion of the proposal meeting City specifications submitted by Laurence Smith of Bay City for purchasing patio doors, windows, handles and frame extenders in the response for Bid No. 3759 is hereby accepted; and

RESOLVED FURTHER, that the portion of the proposal meeting City specification submitted by DeWitt Lumber of Midland for purchasing exterior architectural panels, J channel, drip caps and sealants/caulk in response for Bid No. 3759 is hereby accepted; and

RESOLVED FURTHER, that purchase orders for \$294,609.37 to Laurence Smith of Bay City and \$41,495.00 to DeWitt Lumber of Midland in accord with this resolution and City specifications are hereby authorized; and

RESOLVED FURTHER, that the City Manager is authorized to execute any associated documents in accordance with the proposal and City of Midland specifications once prepared by and/or approved by the City Attorney.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

Bid No. 3759

Patio Doors, Windows and Panels WASH16

Attached documents for item * 2016 Harrison, Noeske & Princeton Street Reconstruction & Water Main; Contract No. 06. MCMANUS

SUMMARY REPORT TO THE CITY MANAGER

for City Council Meeting of March 14, 2016

SUBJECT: 2016 Harrison, Noeske & Princeton Street Reconstruction & Water Main;
Contract No. 06

INITIATED BY: City of Midland Engineering Department

RESOLUTION SUMMARY: This resolution authorizes the Mayor and City Clerk to execute a contract with Malley Construction in the amount of \$527,086.94 for the street reconstruction, including water main, of the following segments of roadway: Harrison Street from Ashman Street to Noeske Street, Noeske Street from Helen Street to Balfour Street, and Princeton Court from Jefferson Avenue to the end of the court.

ITEMS ATTACHED:

1. Cover Letter
2. Resolution
3. Location Maps

CITY COUNCIL ACTION: 3/5 vote required to approve resolution

SUBMITTED BY: Brian P. McManus, City Engineer



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March 8, 2016

Jon Lynch, City Manager
City of Midland, Michigan

Dear Mr. Lynch:

On Tuesday, March 1, 2016 at 2:00 p.m., sealed proposals were publicly opened and read by the Interim Purchasing Agent for the "2016 Harrison, Noeske & Princeton Street Reconstruction & Water Main; Contract No. 06".

There were 9 individuals attending the opening representing contractors and the City.

Bids were received as follows:

Malley Construction	Mt. Pleasant	\$527,086.94
Pat's Gradall Service	Midland	532,328.20
*Engineers Estimate		558,658.35
American Excavating	Saginaw	575,232.00
Rohde Brothers Excavating, Inc.	Saginaw	642,846.00

Funding for this project is provided by the Local Street Fund and the Water Fund. This contract is for the reconstruction, including water main, of the following segments of roadway: Harrison Street from Ashman Street to Noeske Street, Noeske Street from Helen Street to Balfour Street, and Princeton Court from Jefferson Avenue to the end of the court. This project was recommended by the Engineering Department, the Department of Public Services and the Utilities Department, and approved by City Council during the annual Construction Priority process.

It is our recommendation that the low bid of \$527,086.94 submitted by Malley Construction of Mt. Pleasant be accepted in the best interest of the City of Midland.

Respectfully submitted,

Brian P. McManus
City Engineer

Purchasing Approval



Midland

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BY COUNCILMAN

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for reconstruction, including water main, of the following segments of roadway: Harrison Street from Ashman Street to Noeske Street, Noeske Street from Helen Street to Balfour Street, and Princeton Court from Jefferson Avenue to the end of the court; and

WHEREAS, funding for this project is provided by the Local Street Fund and the Water Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Malley Construction of Mt. Pleasant, Michigan, for the “2016 Harrison, Noeske & Princeton Street Reconstruction & Water Main; Contract No. 06”, in the indicated amount of \$527,086.94, based upon City estimated quantities is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$20,000.00.

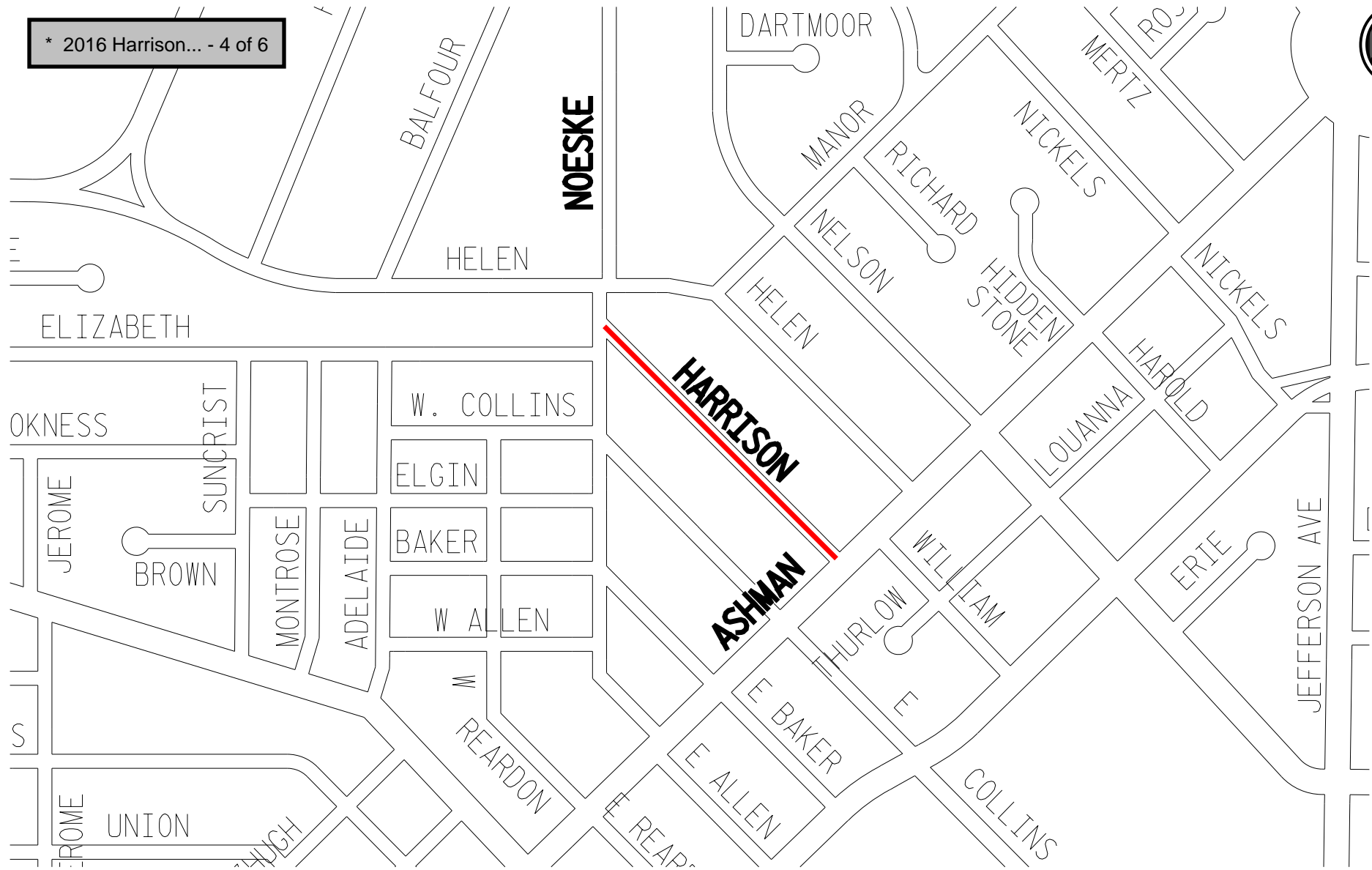
YEAS:

NAYS:

ABSENT:

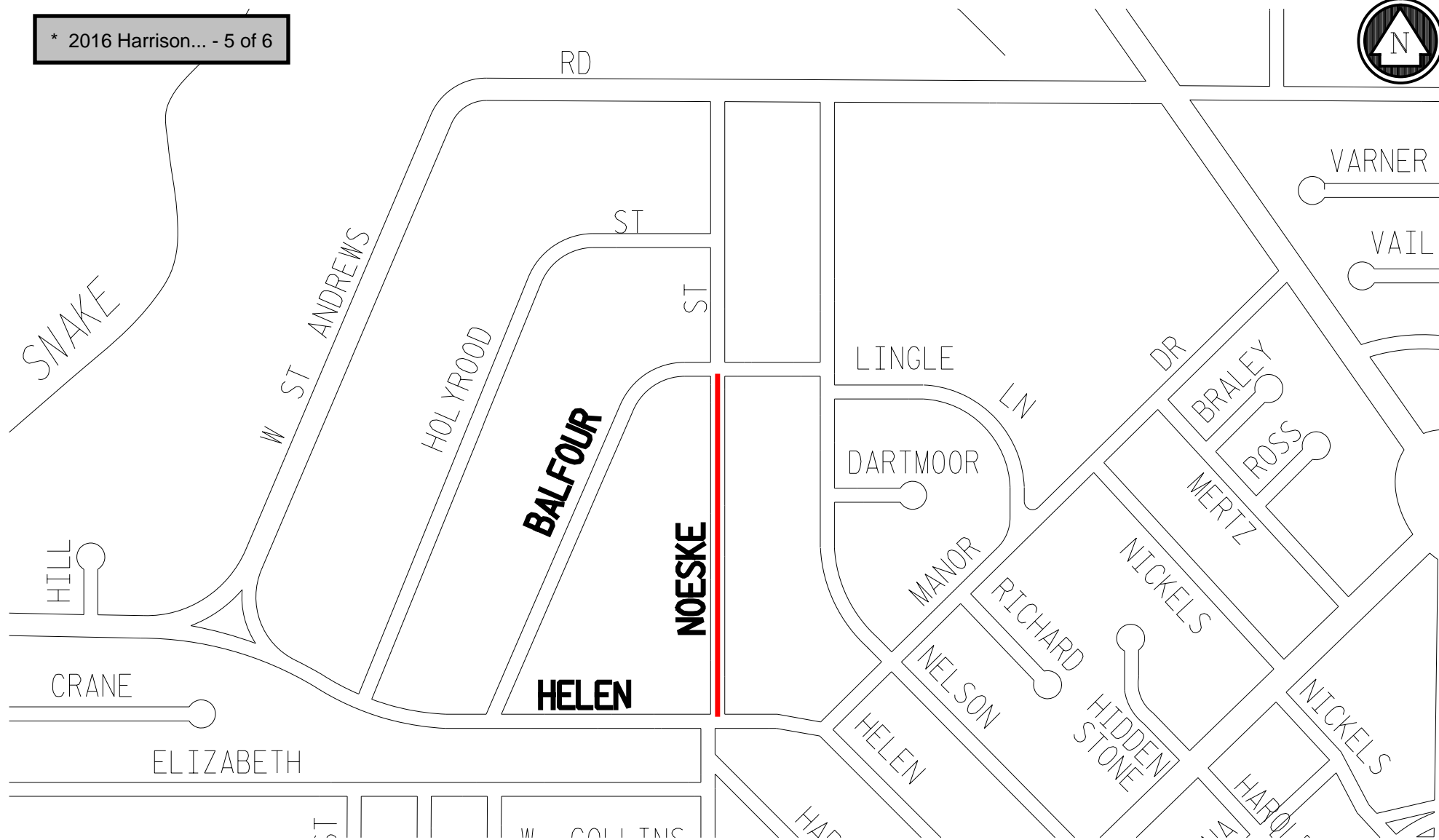
I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk



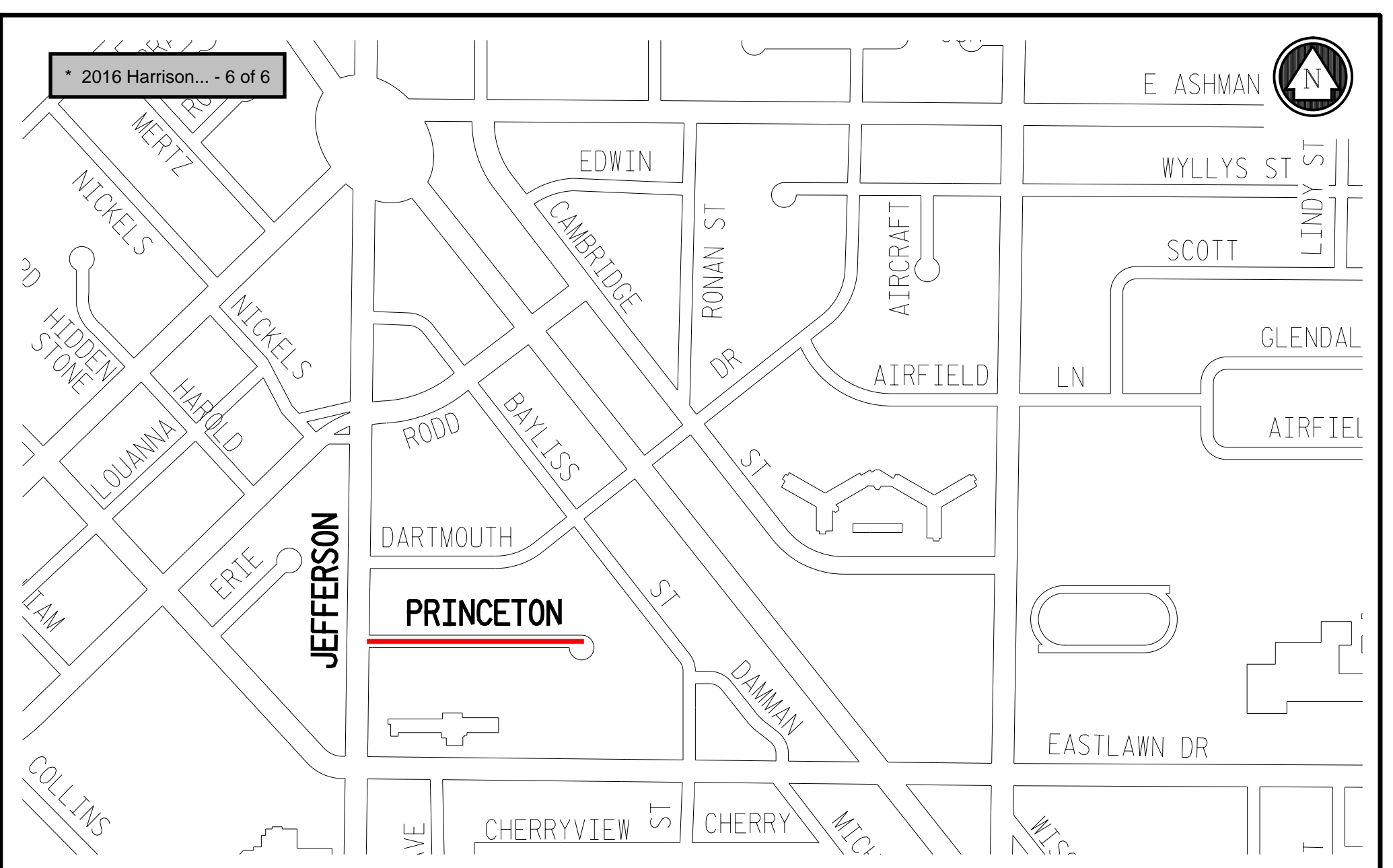
HARRISON STREET RECONSTRUCTION

NOESKE TO ASHMAN



NOESKE RECONSTRUCTION / WATER

HELEN TO BALFOUR



PRINCETON COURT

JEFFERSON TO END

Attached documents for item * 2016 Pavement Marking Program; Contract No. 17.
MCMANUS

SUMMARY REPORT TO THE CITY MANAGER

for Council Meeting of March 14, 2016

SUBJECT: 2016 PAVEMENT MARKING PROGRAM; CONTRACT NO. 17

INITIATED BY: City of Midland Engineering Department

RESOLUTION SUMMARY: This resolution authorizes the Mayor and City Clerk to execute a contract with P.K. Contracting for the annual pavement marking of major streets in the amount of \$47,295.00.

ITEMS ATTACHED: 1. Cover Letter
2. Resolution

CITY COUNCIL ACTION: 3/5 vote required to approve resolution

SUBMITTED BY: Brian McManus, City Engineer



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March 8, 2016

Jon Lynch
City Manager
City of Midland, Michigan

Dear Mr. Lynch:

On Tuesday, February 23, 2016 at 2:00 p.m., sealed proposals were publicly opened and read by the Purchasing Agent for the "2016 Pavement Marking Program; Contract No. 17".

Bid solicitations were sent to five companies that perform this type of work, and advertisements were issued by the Purchasing Agent. City staff members present at the bid opening were Mike Meyer and Jeff Murphy.

Two bids were received as follows:

P.K. Contracting, Lake City, MI	\$ 47,295.00
*Engineers Estimate	\$ 57,540.00
Michigan Pavement Marking	\$ 59,000.00

Funding for this project is provided by the Major Street Fund. This contract is for the annual pavement marking of centerline and edge striping for approximately 82 miles of major streets within the city of Midland.

It is our recommendation that the bid of \$47,295.00 submitted by P.K. Contracting be accepted in the best interest of the City of Midland.

Respectfully submitted,

Brian McManus, City Engineer

Purchasing Approval



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BY COUNCILMAN

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for the annual pavement marking of major streets; and

WHEREAS, sufficient funding for this project is provided by the Major Street Fund; now therefore

RESOLVED, that the sealed proposal submitted by P.K. Contracting, for the "2016 Pavement Marking Program; Contract No. 17", in the indicated amount of \$47,295.00, based upon City estimated quantities is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying this contract in an aggregate amount not to exceed \$10,000.00.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

Attached documents for item * Street Tree Replacement Program. MURPHY

SUMMARY REPORT TO MANAGER
For City Council Meeting of March 14, 2016

SUBJECT: Street tree replacement program

INITIATED BY: Department of Public Services – Parks and Recreation

RESOLUTION SUMMARY: This resolution authorizes a purchase order to Agrosaping, Inc. of Swartz Creek, Michigan in an amount not to exceed \$60,000.00 for the planting of trees in the city rights-of-way.

ITEMS ATTACHED:

1. Letter of Transmittal
2. Bid Tabulation
3. Resolution

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution

Karen Murphy
Director of Public Services



Parks and Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6930 ♦ 989.835.5651 Fax ♦ www.cityofmidlandmi.gov

March 7, 2016

Jon Lynch
City Manager
Midland, MI

RE: Street tree replacement program

In the past, the forestry department has been responsible for planting new street trees in the rights-of-way to replace trees that have been removed for health or safety reasons. With the forestry crew playing an integral role in combating the emerald ash borer this past year, the work load in forestry has increased significantly. In order to complete all the work, it has been necessary to supplement the in-house forestry crew with contracted forestry services. The parks supervisors have found it to be more efficient to use the in-house crew for tree removals and pruning, and use contracted labor for stump removals and tree planting.

On Tuesday, February 23, 2016, sealed proposals were publicly opened and read by the City Purchasing Agent for Bid No. 3760 "Street Trees". This bid provides for the planting of two-inch caliper trees in the street outlaws to replace trees that have been removed, and includes a three-year watering and warranty contract. The low bid came from Agroscaping, Inc. of Swartz Creek, Michigan. The City has been using this vendor for tree planting for the past several seasons, and the parks supervisors have been very pleased with the quality of the trees planted as well as the service offered by Agroscaping.

The budget for nursery stock trees was \$20,000 annually until 2008 when that budget was reduced to \$5,000. The budget has remained at this low level since that time, and as a result a backlog of tree planting locations has accumulated. While the Emerald Ash Borer project has done a fair job with replacing ash trees that have been removed, many other trees have been removed across town that are not ash and the budget has not supported replacement of these trees on a one-for-one basis. As such, City Council approved \$60,000 in this year's forestry budget to help us get caught up on tree planting in these areas where trees have been removed but not replaced. This will provide funds for the planting of approximately 200 outlawn trees this year.

We recommend that City Council accept the low bid presented by Agroscaping, Inc. of Swartz Creek, Michigan and a purchase order not to exceed \$60,000 to Agroscaping for planting replacement trees in the city rights-of way be authorized.

Respectfully submitted,

Karen Murphy, Director of Public Services

Purchasing Approval

CITY OF MIDLAND, MICHIGAN

TABULATION FOR BID #3760

STREET TREES

FEBRUARY 23, 2016

<u>BIDDER</u>	<u>LARGE</u>	<u>MEDIUM</u>	<u>UTILITY</u>	<u>SMALL</u>
KLM Landscapers, Armada MI	\$475.00	\$475.00	\$425.00	\$425.00
Agroscaping, Swartz Creek	\$295.00	\$285.00	\$275.00	\$265.00
Bell Landscaping, Saginaw	\$480.00	\$480.00	\$440.00	\$385.00



Parks and Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6930 ♦ 989.835.5651 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, sealed proposals were advertised and received in accordance with Article II of Chapter 2 of the Midland Code of Ordinances for Bid No. 3760, "Street Tree Replacement"; and

WHEREAS, the low bidder, Agroscaping, Inc. of Swartz Creek, Michigan has provided tree planting services to the City in the past with good results; and

WHEREAS, adequate funding for the planting of replacement outlawn trees is included in the FY 2015-2016 Forestry budget; now therefore

RESOLVED, that the issuance of a purchase order to Agroscaping, Inc. of Swartz Creek, Michigan not to exceed \$60,000.00 for the planting of replacement trees in the city rights-of-way in accordance with the proposal and City specifications is hereby authorized.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeave vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

Attached documents for item * Amendment to the 2015-16 Washington Woods budget for the purpose of recognizing CDBG funding and authorizing the expenditure of these CDBG funds for the purpose of replacing the west wing boiler and tanks (4/11). KAYE

**SUMMARY REPORT TO CITY MANAGER
For City Council Meeting 3-14-16**

SUBJECT: Washington Woods Budget Amendment

PETITIONER: Washington Woods

SUMMARY: THIS RESOLUTION ESTABLISHES A PUBLIC HEARING FOR APRIL 11, 2016 ON A PROPOSAL TO AMEND THE FY 2015-2016 WASHINGTON WOODS BUDGET FOR THE PURPOSE OF REPLACING WEST WING DOMESTIC BOILER AND TANKS.

ITEMS ATTACHED:

1. Letter to City Manager
2. Resolution for City Council Action

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution.

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

3-9-16



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March 9, 2016

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

Historically, Washington Woods has applied for and has been approved for Community Development Block Grants (CDBG). These funds are appreciated as they have enhanced the lives of the residents who reside at Washington Woods. In December of 2015, Washington Woods was made aware of additional CDBG funding available through the City Housing Commission that could be used for an additional project.

Currently, there are two domestic hot water boilers for the west side of Washington Woods that supply potable hot water to 100 apartments (kitchen, bathroom sinks, and showers) and the public spaces of the building. One unit was replaced in 2007. The second is an original unit to Washington Woods. It is now forty years old and has surpassed the intended life-cycle for such a unit. It would therefore be beneficial and advisable to replace the original equipment 1976 boiler. As part of the update, the new configuration would replace a single hot water storage tank with two 119 gallon tanks that could be isolated if one developed a leak while still allowing the other to service the building. The same would be true of the boilers, if one would fail, there would be redundancy to meet the hot water needs of our residents.

Based on the available funding, replacement of the boiler and tanks was formally requested through the CDBG program. Based upon a supportive recommendation of the Housing Commission, City Council allocated \$42,074.00 in CDBG funding towards this replacement of the domestic hot water boiler and tanks. As Washington Woods did not anticipate this grant in the FY 2015-2016 budget, however, a budget amendment will be required to recognize this funding source and authorize the expenditure.

Amending a budget requires a public hearing and Council involvement at two separate meetings. At the first meeting, City Council sets the date for a public hearing. At the second meeting, City Council holds the public hearing and may then proceed to decide on the budget amendment.

Attached for consideration is a resolution that establishes a public hearing to be held on April 11, 2016 to amend the Washington Woods budget accordingly.

WW Domestic Boilers Tanks Request Public Hearing CDBG

Respectfully,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services



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BY COUNCILMAN

WHEREAS, Washington Woods is in need of replacing an original 1976 boiler and tanks in the west wing; and

WHEREAS, Washington Woods has been approved to use \$42,074.00 of Community Development Block Grant funding for west wing boiler and tank replacement; and

WHEREAS, the approved CDBG funds are not included in the Washington Woods FY 2015-16 budget; and

WHEREAS, the additional expenditure of \$42,074.00 for the equipment and installation is not provided for in the current fiscal year 2015-16 budget; and

WHEREAS, it is necessary to amend the FY 2015-16 Washington Woods budget for the purpose of recognizing the CDBG funding and authorizing the expenditure of these CDBG funds for the purpose of replacing the west wing boiler and tank; now therefore

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., April 11th, 2016 in the Council Chambers of City Hall on the proposal to amend the FY 2015-16 Washington Woods budget for the purpose of replacing a west wing boiler and tanks.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeavote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

Attached documents for item * Proposed 2016-17 Community Development Block Grant budget (4/25). KAYE

**SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of 3-14-2016**

SUBJECT: 2016-17 Community Development Block Grant Budget

HOUSING COMMISSION PUBLIC HEARING: March 2, 2016

HOUSING COMMISSION ACTION: Recommendation of approval

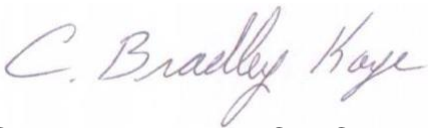
RESOLUTION SUMMARY: THIS RESOLUTION WILL SET APRIL 25, 2016, AS THE DATE FOR A PUBLIC HEARING ON THE PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET FOR FISCAL YEAR 2016-17.

ITEMS ATTACHED:

1. Letter to City Manager setting forth Housing Commission action.
2. Resolution to set City Council public hearing with table (Attachment A) showing recommended distribution of funds.
3. Staff Report to Housing Commission dated February 25, 2016.
4. Housing Commission minutes (draft) of March 2, 2016.

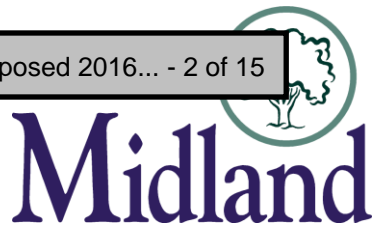
CITY COUNCIL ACTION:

1. Public hearing is required. Date: April 25, 2016.
2. Advertising date: On or before March 24, 2016.
3. 3/5 vote required to set a public hearing.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

grm



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March 8, 2016

Jon Lynch, City Manager
City Hall - 333 West Ellsworth Street
Midland, Michigan 48640

Dear Mr. Lynch:

As a requirement of the Community Development Block Grant (CDBG) program, the City of Midland is required to formulate an annual budget that outlines the planned activities to be taken during the upcoming fiscal year. The development of this budget begins with community engagement through a set of public input sessions held in December prior to the start of the fiscal year. In January, staff receives applications from various local nonprofit social service organizations and housing providers proposing use of CDBG funds to support activities that meet the statutory goals and City objective of the program. During early February, the applicants are able to present their requests to the Housing Commission.

Following the applicants' presentations, staff formulates a proposed budget to the Housing Commission for their review and recommendation. This proposed budget includes award amount recommendations on the various applications and any planned expenditures for various City-administered activities, such as general planning/administration, housing rehabilitation loans, and contingency funds. The Housing Commission takes the staff proposal and then formulates a recommended budget to City Council. Upon receipt of that recommendation, City Council sets a public hearing for the purpose of receiving additional public input on the budget, allowing for a 30-day public comment period.

For fiscal year 2016-17, the City of Midland is estimated to receive \$242,289 in new CDBG entitlement funds from the U.S. Department of Housing and Urban Development (HUD). Staff anticipates \$80,103 will be available in carry-over funds from prior years. In addition, an estimated \$10,497 in program income will be received during the year, making a total of \$332,889 in available funds for the 2016-17 fiscal year.

Enclosed are the CDBG expenditure proposals for fiscal year 2016-17, which includes comments on the various activities. The proposed activities meet the federal statutory goals and the City's objective of the CDBG program. The federal goals include decent housing, a suitable living environment, and expanded economic opportunities. The City's primary objective, as established in the 2015-2020 Consolidated Plan, is to provide a public and private cooperative environment leading to effective community development and housing initiatives which meet the needs of people across all socioeconomic groups of the city of Midland, with the direct benefit towards low- and moderate-income residents.

Following a public hearing and deliberation on the proposed CDBG budget during their meeting on March 2, 2016, the Housing Commission took the following action: It was moved by

March 14, 2016

Mortensen and seconded by Wright to recommend approval to City Council the proposed CDBG 2016-17 budget as presented in the staff report dated February 25, 2016. The motion was approved unanimously (5-0).

A resolution setting the date of April 25, 2016 for the required public hearing is attached for Council consideration. Further requirements of the CDBG program are such that the City must adopt the 2016-17 CDBG budget in time for it to be submitted to HUD no later than May 13, 2016.

Respectfully,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

grm



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, the City of Midland is expected to receive \$242,289 in Community Development Block Grant (CDBG) funds for fiscal year 2016-17 from the U.S. Department of Housing & Urban Development; and

WHEREAS, it is expected that the City will have a fund balance of \$80,103 that will be carried over from prior fiscal years; and

WHEREAS, it is expected that the City will receive a total of \$10,497 in program income during the 2016-17 fiscal year; and

WHEREAS, CDBG revenues totaling \$332,889 must be programmed to activities that meet the statutory goals and the City's objective of the CDBG program, as outlined in the 2015-2020 Consolidated Plan; and

WHEREAS, on March 2, 2016, the Housing Commission unanimously recommended approval of the proposed 2016-17 CDBG budget, as set forth in the attached table (Attachment A), which meets said goals and objective of the CDBG program; and

WHEREAS, it is necessary to provide an opportunity for public input on the proposed expenditure of said funds in accordance with the required 30-day public comment period to commence on Thursday, March 24, 2016; now therefore

RESOLVED, that a public hearing will be held on April 25, 2016, for the purpose of receiving public input on the use of federal funds through the City's Community Development Block Grant program, as set forth in the attached table (Attachment A).

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 14, 2016.

Selina Tisdale, City Clerk

Attachment A
Community Development Block Grant
Proposed Budget 2016-17

<u>REVENUE</u>	<u>Housing Commission Recommendation</u>
2016-17 Entitlement	\$ 242,289.00
Carry-over from prior years	\$ 80,103.00
2016-17 Program Income	\$ 10,497.00
Subtotal	\$ 332,889.00
<u>EXPENDITURES</u>	
Planning/Administration	\$ 43,000.00
Housing Rehabilitation	
Administration	\$ 10,000.00
Zero-Interest Loans	\$ 32,392.00
Midland Area Homes - Minor Repairs	\$ 25,000.00
Habitat for Humanity - NRI Home Improvement	\$ 10,000.00
MAH/Habitat for Humanity – Collaborative Roofing	\$ 20,000.00
Subtotal	\$ 97,392.00
Public Facilities Improvements	
Salvation Army – Boiler Replacement	\$ 15,000.00
Cleveland Manor – 3 Unit Remodel	\$ 60,000.00
Safe & Sound – Security Improvements	\$ 5,000.00
Washington Woods – Backflow Preventer/Fire Sup.	\$ 15,000.00
Washington Woods – Walk-In Freezer Upgrades	\$ 30,000.00
Subtotal	\$ 125,000.00
Public Services	
Cancer Services – Transportation	\$ 7,500.00
ROCK Grounded – After School Program	\$ 10,000.00
Reece Endeavor - Dial-a-Ride Tickets	\$ 2,997.00
Legal Services - Fair Housing Testing	\$ 3,500.00
West Midland Family Center - Family Ties	\$ 10,000.00
MCFOAR – Housing/Work Assistance	\$ 7,500.00
Subtotal	\$ 41,497.00
Public Services Cap (15% of Ent. And P.Y. Program Income)	\$ 44,233.35
Architectural Barrier Removal	
MAH - Accessibility Ramps & Modifications	\$ 5,000.00
Subtotal	\$ 5,000.00
Affordable Housing	
Habitat for Humanity – Land Acquisition	\$ 11,000.00
Contingency	\$ 10,000.00
GRAND TOTAL	\$ 332,889.00



STAFF REPORT TO THE HOUSING COMMISSION FOR THE MEETING OF MARCH 2, 2015

DATE: February 25, 2016

SUBJECT: Proposed 2016-2017 Community Development Block Grant Budget

As a requirement of the Community Development Block Grant (CDBG) program, the city is required to formulate a budget for each program year. This budget is the basis for the annual Action Plan that will be submitted to the U.S. Department of Housing and Urban Development (HUD) for their approval before the start of each program year. Historically, the budget process has begun with an initial proposal from staff presented to the Housing Commission. The Housing Commission reviews the proposal, revises it as the Commission sees fit and then formulates a recommendation onto City Council. Ultimately, City Council adopts the CDBG budget for the program year.

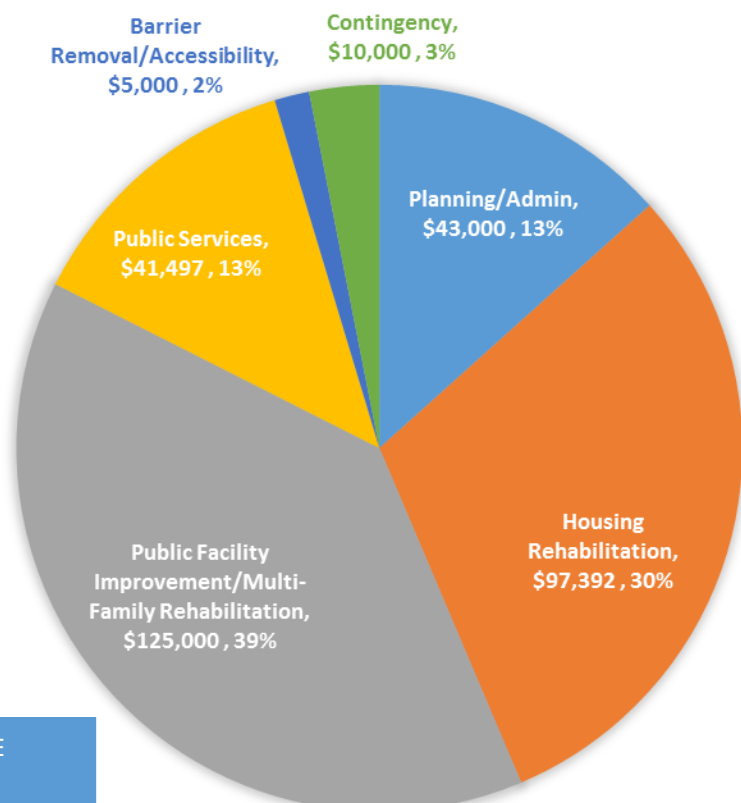
Staff has formulated the following CDBG budget proposal for the 2016-2017 program year, which begins July 1, 2016. The total funding available for the annual budget is the sum of three pieces: yearly entitlement, carry-over from previous years, and program income. First, HUD has indicated that the city should anticipate to receive \$242,289 in new entitlement funds for the year. Second, staff anticipates that \$75,600 will be carried-over from prior program years in unspent funds. Lastly, \$15,000 in program income is estimated to be collected during the year. The total resulting amount is \$332,889.

Explanation of Carry-Over Funds

Staff has calculated an anticipated amount of carry-over funds based off of current project indications and the best estimate of project outcomes. A couple projects have come in under-budget during the year, which means that the remaining funds from each will be available to be carried-over. The \$10,000 in contingency has also gone unspent to-date. It is anticipated that all \$10,000 in contingency, \$15,000 in unspent down-payment assistance, and an additional \$13,000 from under budget projects will be available to carry-over into the upcoming year.

The chart to the right is a summary by category for recommended funding allocations in the 2016-17 program year. The following pages provide an explanation of the individual funding requests and the recommended funding levels for each category and specific activity.

2016-17 CDBG BUDGET SUMMARY



ANTICIPATED REVENUE
2016-17: \$332,889

Administration - \$43,000

These funds cover a portion of the salary and benefits of city staff (primarily the Community Development Planner) for administering the CDBG program, the cost of HUD training throughout the year, office supplies needed to administer the CDBG program, required notices in the Midland Daily News, and mortgage recording fees. HUD regulations state that not more than 20% of the total project/service expenditures throughout the program year shall be expended for planning and administrative costs. Based off of this proposed budget, this category can be no more than \$66,577.80. The current year and previous year's budgets have allocated \$43,000 for this activity. This year's proposal retains this category at the same funding level.

**HOUSING REHABILITATION
(\$97,392)**

2. Housing Rehabilitation Administration - \$10,000

These funds pay for a portion of the salary and benefits of the city's Housing Technician to oversee the city's housing rehabilitation loan program, as well as required certifications, lead training and other training sessions for the position throughout the year. This item was funded at \$10,000 for the current 2015-2016 CDBG program year. Staff recommends funding this category at \$10,000 given the low amount proposed for the city's housing rehabilitation loan program.

3. Zero-Interest Home Rehabilitation Loans - \$32,392

Deferred payment, zero-interest home rehabilitation loans are administered through the Planning Department by the Community Development Planner and the Housing Technician. These loans benefit low- and moderate-income households and are used for emergency repairs, such as new roofs, plumbing, electrical upgrades, furnace replacement, etc. Over the last few years, these loans have been utilized exclusively for emergency rehabilitation, with project costs ranging from \$500 to \$15,000. This activity was funded at \$47,211 for the current 2015-16 program year.

4. Midland Area Homes: Minor/Emergency Home Repairs - \$25,000

Midland Area Homes (MAH) requested \$25,000 to provide eligible low-income city of Midland homeowners with health, safety, and emergency repairs to their homes. This funding focuses primarily on covering the costs associated with small urgent-need projects. The projects are provided to the homeowners as grants that do not require repayment. MAH has been awarded money for this program for many years, including \$25,000 in the current program year. Staff recommends funding this activity request in full.

5. Midland County Habitat for Humanity: NRI Home Improvements - \$10,000

Habitat for Humanity is requesting \$10,000 to purchase materials (windows, gutters, doors, shingles, etc.) to make home improvements to one home through its Neighborhood Revitalization Initiative. This home will be in need of critical home repair, meaning that at least 15% of the home's value will be invested in exterior improvements. Habitat has raised money for this initiative and as much as \$50,000 will be leveraged in additional funds for the NRI program. Habitat has been funded for this initiative during the last two year in the amount of \$20,000 per year. In line with the lower request amount from this organization, staff is recommending this activity be funded in full.

6. Habitat for Humanity & Midland Area Homes: Collaborative Roofing Initiative - \$20,000

Midland County Habitat for Humanity and Midland Area Homes have submitted a joint application for CDBG funding to cover costs associated with a new collaborative effort between the two organizations. This effort will seek to meet the needs of low-income homeowners who are in need of roof repairs or replacements. Midland Area Home will conduct the intake and initial assessment

**PUBLIC FACILITY IMPROVEMENTS
(\$125,000)**

7. Salvation Army: Boiler Replacement - \$15,000

The Salvation Army has requested \$15,000 to cover a portion of the costs associated with the replacement of an outdated and failing boiler within the organization's main facility on Waldo Avenue. The boiler was installed in 1986 and is much past its lifetime. The application includes \$5,456 in a

he requested CDBG funds. In order to see that the boiler is replaced before the system fails, staff is recommending this project be funded in full. (Subject to Davis-Bacon Requirements)

8. Cleveland Manor: 3 Unit Kitchen & Bathroom Modifications - \$60,000

Cleveland Manor has requested \$60,000 to modify the bathrooms and kitchens in three apartments for easier access for elderly persons or someone with physical disabilities. The products proposed to be replaced will provide increased energy efficiency and accessibility modifications within the units. Cleveland Manor is starting the process of remodeling a large portion of the units within the Cleveland Manor I portion; as part of this process the staff at Cleveland Manor will be applying for an AHP Grant this coming April. If awarded the AHP Grant and the CDBG funding, these two monies will be leveraged to better meet the modification and improvement needs required in many of the units. Staff is recommending this project be funded in full to support the continued sustainability of this very-low income housing facility.

9. Safe & Sound Child Advocacy Center: Security Improvements - \$5,000

Safe and Sound has requested \$5,000 to cover a portion of the costs associated with the installation of additional security improvements that will strengthen the services and safety for families, multi-disciplinary team members, and staff who use the organization's space. These improvements will contain added security components to the exterior of the facility in the form of a security-camera and intercom connected system. Staff is recommending this project be funded in full to support the ongoing security needs of this organization. (Subject to Davis-Bacon Requirements)

10. Washington Woods: Backflow Preventer/Fire Suppression - \$15,000

Washington Woods has requested \$15,000 for the replacement and upgrade of the backflow preventer for the facility's fire suppression system. The current preventer is original to the building (1984) and does not have the capability of being tested as current regulations require. Accounting for the upgrades and code compliance that will result from this project, staff is recommending this request be funded in full. (Subject to Davis-Bacon Requirements)

11. Washington Woods: Walk-in Freezer - \$30,000

Washington Woods has requested \$30,000 to cover the costs of upgrading two compressors, two evaporator coils and the refrigeration lines in the facility's existing walk-in refrigerator and freezer boxes. This equipment is original to the building from 1984 and is in need of replacement. Staff is recommending this project be funded in full. (Subject to Davis-Bacon Requirements)

12. Shelterhouse: Parking Lot Maintenance & Repair

Shelterhouse has requested \$9,240 to cover the costs of repairing and re-sealcoating of the facility's parking lot. Because the project relates to general maintenance and repair of the facility's parking lot, as well as the understanding that the project will not increase the usability of the parking lot for a long period of time but rather provide a short-term "band-aid", staff is not recommending the project be funded.

13. Big Brothers Big Sisters of the Great Lakes Bay Region: Parking Lot Repairs

Big Brothers Big Sisters (BBBS) has requested \$9,000 to cover a large portion of the costs associated with the repair of the facility's rear parking lot to correct drainage issues. Because this project relates to the general maintenance and repair of the facility's parking lot and due to budget constraints, staff is not recommending the funding of this project.

**PUBLIC SERVICES
(\$41,497)**

The public services category is capped at 15% of the total yearly entitlement (\$242,289) plus prior year program income (\$52,600). For 2016-17, staff calculates this cap to be \$44,233.35.

14. Cancer Services: Transportation - \$7,500

Cancer Services has requested \$15,000 to provide for additional transportation assistance for low-income clients who need assistance travelling to cancer treatment and follow-up appointments.

is proposed to be used to fund the continuing services that began in the current year that allowed for assistance to be provided to clients for follow-up appointments after treatment. Staff recommends partially funding this request at \$7,500 to match the level of funding for the current year.

15. ROCK Grounded: After School Program - \$10,000

The ROCK Center for Youth Development has requested \$10,000 to support the activities of their Grounded after school program. These funds will be used to subsidize the costs of low-income city of Midland resident-students to participate in this program at Northeast & Jefferson middle schools, and the Greater Midland Community Center. Staff is supportive of this program that provides mentorship, tutoring, fun activities, and an overall safe place for teens after school. Staff is therefore recommending this activity be funded in full.

16. Reece Endeavor of Midland: Dial-A-Ride Tickets - \$2,997

Reece Endeavor has requested \$2,997 for Dial-A-Ride tickets to be disbursed to their clients for transportation needs. The Endeavor currently provides 42 rental units for persons with disabilities in the city. Reece Endeavor has received funds for DART tickets for many years including the current year in the amount of \$2,997. Staff recommends funding this request in full again this year.

17. Legal Services of Eastern Michigan: Fair Housing Testing - \$3,500

Legal Services has requested \$3,500 to provide on-going testing and enforcement activities that will curb housing discrimination and guarantee equal opportunity access to housing within the City of Midland. On-going fair housing activities including testing are necessary and in line with the objective of the adopted 2015 Fair Housing Plan. Legal Services have been providing these services to the community for many years, including during this current year under the award amount of \$3,500. Staff recommends awarding the full requested amount to Legal Services again this year.

18. West Midland Family Center: Family Ties Program - \$10,000

West Midland Family Center has requested \$10,000 for their Family Ties Program which focuses on strengthening low-income, at-risk families from the city of Midland. WMFC has received funding for this program for many years including this current year in the amount of \$10,000. While concerns have been raised regarding the amount of money spent towards transportation costs associated with getting the families out to WMFC, staff is supportive of this program that has regularly and positively impacted participating city families for many years. If the Housing Commission determines that these transportation concerns warrant further discussions with this organization, staff can begin conversations to determine appropriate alternatives. Staff is recommending this activity be funded in full for the upcoming year.

19. Midland Community Former Offenders: Housing/Work Assistance - \$7,500

Midland County Former Offenders (a subprogram of Caregiving Network) has requested \$10,000 to provide employment and housing assistance to former offenders. The inability to meet basic life needs is the number one predictor of re-offending, thus this project helps the city of Midland be a safer and more productive community while reducing recidivism. Since the applicant has not indicated an approximate end date for which CDBG funding support for this activity will no longer be needed, staff recommends partially funding this request at \$7,500 to match the level of funding for the current year. This amount will provide ongoing support to this program which is working to meet the needs of a subpopulation that is not widely served.

**ARCHITECTURAL BARRIER REMOVAL
(\$5,000)**

20. Midland Area Homes: Accessibility Ramps - \$5,000

Midland Area Homes is requesting \$5,000 to provide extremely low-income Midland residents who are experiencing limited mobility impairments with accessibility ramps for their homes. These funds can provide up to seven ramps for low-income homes, including mobile homes. For this current year, this program received \$2,000 in CDBG funds. Due to the reported increase in requests MAH has been receiving, staff is recommending this request be funded in full at \$5,000.

**AFFORDABLE HOUSING
(\$11,000)**

21. Midland County Habitat for Humanity: Land Acquisition (311 Sam Street) - \$11,000

Habitat for Humanity has requested \$11,000 to fund a portion of the costs associated with the purchase of 311 Sam Street. Habitat for Humanity has acquired a couple of parcels in the immediate area and are intending to build multiple homes for qualifying low income households. While CDBG funds cannot be used to directly fund new housing construction, CDBG can be used to fund land acquisition for new construction. Given this organization's interest in this area of Sam Street, and that one additional unit on 311 Sam St will be added to a collection of future Habitat units in this area, staff is recommending this request be funded in full.

CONTINGENCY


22. Contingency - \$10,000

Contingency funds are generally factored into the CDBG budget, as HUD allocations are not confirmed and unforeseen cost overruns for funded projects are possible. Staff is recommending allocating \$10,000 to this fund for the ability to respond to unforeseen circumstances.

HOUSING COMMISSION ACTION

Staff currently anticipates that the Housing Commission will formulate a recommendation to City Council on the 2016-17 CDBG Budget during its March 2, 2016 meeting. If this takes place, we anticipate that on March 14, 2016 the City Council will set the public hearing date for April 25, 2016, allowing for the 30-day public comment period. On April 25, 2016, we anticipate that the City Council will consider the 2016-17 CDBG budget. Please note that these dates are merely preliminary and may be adjusted due to Housing Commission action and City Council agenda scheduling.

Respectfully Submitted,



Grant Murschel
Community Development Planner

MINUTES
SPECIAL MEETING OF THE MIDLAND CITY HOUSING COMMISSION
WEDNESDAY, MARCH 2, 2016 AT 2:00 P.M.
333 W. ELLSWORTH STREET
CITY COUNCIL CHAMBERS ROOM
MIDLAND, MICHIGAN

1. Roll Call

PRESENT: Burgess, Mortensen, Garchow, Loose, and Wright

ABSENT: None

OTHERS

PRESENT: Grant Murschel, Community Development Planner; Lori Jung, Assistant Manager of Senior Housing; Dave Keenan, Assistant City Manager; and twenty-six (26) others.

2. Public Hearings

a. PILOT – Bracken Woods

Dave Keenan gave the staff presentation on the payment in lieu of taxes proposal (PILOT) for Bracken Woods, 5301 Dublin Avenue, by Lockwood Development. Keenan explained how the current proposal compared to the last proposal during summer 2015. The new proposal includes 10 units at 30% Area Median Income (AMI) compared to 2 units within the last proposal. The remainder of the units (94) will serve 50% AMI. All units will be for eligible very low- or extremely low-income residents. He explained the financials behind the proposal and indicated what revenues the City would likely receive annually from the PILOT with the new proposal compared to the last proposal and the development currently.

Mark Lockwood presented as the applicant on the PILOT proposal. He indicated that the project is needed as the current financial model of the property mortgage allows for maintenance reserves only and not for ongoing capital improvements. The current model for the property owner is a money losing situation. The current loan is also not able to be repaid early. Closing on the property by Lockwood Development would take place within 60-90 days after the PILOT is approved, if approved. Proposed improvements to the facility will be made within 12 months, and Midland County trades people are required to participate in the renovations. Lockwood indicated that he sees the proposal as a means to investment of 2.88 to 1 dollars into the community for affordable housing rents achieved compared to tax revenue lost.

Lockwood answered the question by Garchow by indicated that Lockwood will be the general partner in its relationship with Cinnaire Corporation (formerly Great Lakes Capital Fund). Lockwood also answered the question from Mortensen by indicating that the current vacancy rate is around 9%. The vacancy rate has decreased substantially since Lockwood companies took over the management in July 2015.

To answer a question by Mortensen, Lockwood indicated that the current development is comprised of 60% AMI units and that overtime as units are turned and occupied by new tenants, the settings will change down to the combination of 50% and 30% AMI units. He answered the question by Wright by indicating that a precedence has been set at the state for these kinds of transactions and proposals with the Michigan State Housing Development Authority (MSHDA). The proposal is following these guidelines.

Chairman Loose opened the floor for any public comments in support of the petition.

Kristi Carlson, of the Affordable Housing Alliance (AHA) in Midland, indicated her support for the petition. AHA has over 200 people on their waitlist for affordable units within Midland County. Any additional

affordable housing to meet this need would be great.

Rob Worsley, program director of Midland Community Former Offenders Advocacy and Rehabilitation (MCFOAR), gave his support for the proposal and any additional affordable housing that is in good condition.

Ron Parmele, of 5415 Wallbridge Lane, indicated his support of the petition. He argued that a tax reduction through a PILOT is an investment by the City. He read through his letter that was included in the agenda packet to the Commission.

Amanda Johnson, of Midland Area Homes (MAH) and the Midland County Continuum of Care chairman, indicated that the Continuum still sees the need for additional affordable housing in the community. MAH receives over 1,000 call inquiries each year from households looking for affordable housing in Midland.

Robin Greiner, of 318 Seminole Court and the shelter coordinator at Shelterhouse, indicated that any additional 30-50% AMI units would be helpful to not only a majority of the organization's clients but also for their employees. The Asset Limited Income Constrained Employed (ALICE) population still need additional places to live in the city that are affordable.

Chairman Loose, hearing no additional comments in support, opened the floor for comments in opposition of the petition.

Mike Rapanos, of Midland, expressed his opinion that it seems unfair for PILOTs compared to others within the rental market. He has Section 8 (Housing Choice Voucher) tenants in 7 of his units currently and that program appears to be a better way to meet the need for affordable housing. He questioned why the balance of time on the current PILOT is not enough. He thinks it is shameful that someone can make more money than the income limits after they have qualified and still be able to live in the unit. The current owner was foolish to sign a 9% interest loan at 20 years. He questions why MSHDA, Lockwood and Cinnaire would put in \$5 million to a property that is only worth \$3 million.

AnnaMaria Morgan, president of the Midland Area Real Estate Investors Association, indicated her opposition to PILOTs. She believes that she is an advocate for all Midland taxpayers and questions whether PILOTs are really the solution to the affordable housing need. She wants to know why the vacancy rate at Bracken Woods is so high currently. In July, her group pushed against the last proposal and their efforts resulted in Lockwood revising their proposal. She gave two examples of members of her group that provide affordable rent rates to low-income individuals over a long period of time. Other Midland taxpayers will be left to assume the risk for the development investment done by Lockwood & Cinnaire.

Susan Weitz, 5409 Sunset Drive, gave her opposition to the proposal. She and her husband have owned rental properties for 38 years. She believes that you can be for affordable housing and against PILOT proposals. She advocated for a City-administered voucher program.

Ken Hitch, of St. John's Episcopal Church, spoke in opposition of the PILOT because it would be unfair to Midland taxpayers and the working poor. He indicated that forgiveness without accountability is incorrect. He questioned if the proposal is really meeting the need and why the Housing Commission is not asking for more units at 30% AMI. He believes only 30% AMI units should receive PILOT relief.

Bruce Pynnonen, of 2604 Manor Drive, explained that he is a landlord that receives some profits in some years, and no profits in other years. He questioned what the role of government is. He does not agree with the notion that there is a 50% turnover rate every year. In his opinion, MSHDA will not allow the property to sit vacant for 25 years if it is foreclosed on. The PILOT law was intended to eliminate blight in Detroit and other communities.

Oswald Anders, a member of MAREIA and a landlord in Midland for 34 years, spoke in opposition. He indicated that if there are vacancies than the need has been met. He questioned how rents are calculated if there are live-ins with the people who were initially approved. He has had difficulty finding tenants recently and he attributes this to an oversupply of rental housing in the community. In his opinion, PILOTs create a creative financing mechanism for landlords and an unfair competitive advantage over his properties.

Peggy McMann, of 5001 Washington Street and member of MAREIA, indicated that their position is not against affordable housing but against PILOTs. She wants to know who is making money in this deal and if it is MSHDA since Boston Capital is not making money. Tim McMann also spoke in opposition as he understands this PILOT proposal is simply to facilitate the flipping of the property.

Bill Brenton, of 5101 Oakridge Drive and owner of Tek Circle, indicated that most of his tenants are low income and the working poor. He is undecided on the proposal. He does not receive a subsidy but manages to keep his rates low. He has a waitlist for his units and does not understand why someone would invest \$5 million into a property only worth \$3 million.

Bill Carey, of Stanford, spoke not in opposition or support of the proposal but rather questioned the role of government. He thinks the proposal is corporate welfare.

Hearing no more comments in support or opposition of the petition, Chairman Loose allowed the applicant to address any of the comments that were received.

Mark Lockwood indicated that the 25 years proposed is the number of years that are needed to service the loan. The entire complex will be for low-income people, not just the 30% AMI units. Renovations will only total \$3.1 million. He pointed out that a new complex of this size cannot be built for that price. He toured Bracken Woods with MAREIA members last summer in an effort to be as transparent as possible. The vacancy rate is caused by some units being used to provide appliances and other parts to other units; this units can then not be rented out.

Rod Lockwood indicated that all units will be reduced from their current level of 60% AMI down to a combination of 50% and 30% AMI.

Keenan indicated that a PILOT is currently in place at this location. The proposal can be used as a tool to provide additional affordable housing when the private market does not adequately meet the need.

Murschel reported that currently 294 tenant-based and 41 project-based Housing Choice Vouchers within Midland County. There are currently 25 households on the Homeless Preference Waitlist, that is regularly updated and audited, and there are 122 households on the general waitlist. The general waitlist has been closed since July 30, 2011.

Chairman Loose closed the public hearing.

Mortensen commented that she would like to see the number of units within the PILOTs in other communities and an understanding of how these community's housing commissions are set up.

Wright wondered if there is an end number in sight for the number of units needed of affordable housing in the community. Loose indicated that the focus group in 2010 worked to determine that number.

Garchow commented that the data that has been submitted by staff indicated that there is still a need for affordable housing in the community. He is supportive of the proposal since it will work to sustain 104 units of affordable housing. He feels like enough information has been presented. The purview of the Commission is not to debate how tax dollars should be used but rather how this proposal meets the PILOT criteria and

meets the need in the community.

Keenan indicated that the city budget each year is developed with the PILOT service fee revenues and not the revenue of full taxation. Prior to its construction in 1995-96, the Bracken Woods site was a wooded lot that resulted in very little property tax revenue.

Mortensen wondered if the Commission should act on the item without all of the questions from City Council having been answered. Keenan indicated that some of the answers to the questions will take additional staff time. He indicated that the Commission needs to determine if the proposal still meets the criteria. Keenan continued by indicating that it appears that an additional look at the PILOT policy is necessary as there have been lessons learned through this and the last proposal.

It was moved by Garchow and seconded by Burgess to report to City Council that the current Bracken Woods PILOT proposal by Lockwood Development meets the PILOT standards that are in place. The motion passed unanimously (5-0).

Chairman Loose temporarily recessed the meeting at 5:14 p.m. The meeting was called back to order by Chairman Loose at 5:22 p.m.

Chairman Loose suggested moving item 3a ahead of 2b on the agenda. The Commission agreed.

3. Reports

a) Senior Housing Updates – Lori Jung

Jung presented the quarterly reports for Riverside Place and Washington Woods senior living communities. She highlighted that the occupancy rate is still very healthy at Riverside Place but there have been a few vacancies due to deaths and health issues. Washington Woods is still moving forward with the renovation project. She looks forward to having the members of the Commission over to the facility to see the renovated rooms.

2. Public Hearings

b) Community Development Block Grant 2016-17 Budget

Murschel presented the staff proposal for the 2016-17 CDBG budget. He indicated that staff has estimated that \$332,889 will be available to spend for the year. The proposals for planning and administration, contingency, and housing rehabilitation administration remain at the same level as the current year. He indicated that not every application can be funded in full for the year and that some organizations might not receive any funding for their projects.

Given the previous concerns about the transportation costs associated with transporting city of Midland residents out to West Midland Family Center, the Commission encouraged Murschel to reach out the WMFC to explore other options. The Family Ties program has been very successful over the years but with budget constraints, the current funding level might not be sustainable long term.

Garchow indicated that he is supportive of the staff proposals and understands the concerns with the two parking lot maintenance projects.

It was moved by Mortensen and seconded by Wright to approve the recommend approval to City Council the proposed CDBG 2016-17 budget as presented in the staff report dated February 25, 2016. The motion was approved unanimously (5-0).

4. Communications

None.

5. Future Meeting Date

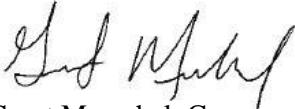
a) March 7, 2016 – Regular Meeting – CANCELLED

It was moved by Wright and seconded by Mortensen to cancel the regularly scheduled meeting of the Housing Commission on March 7, 2016. The motion was approved unanimously (5-0).

6. Adjournment

The meeting was adjourned by Chairman Loose at 5:49 p.m.

Respectfully submitted,



Grant Murschel, Community Development Planner

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE MIDLAND CITY HOUSING COMMISSION.